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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, 30 APRIL 2024** 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. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING** (Pages 5 - 26)
4. **DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS**
5. **PUBLIC PARTICIPATION SESSION**
6. **MAYORAL COMMUNICATIONS**
7. **LONG SERVICE AWARDS**
8. **LEADER'S REPORT**
9. **LEADER'S QUESTION TIME**
10. **COMMITTEE MINUTES** (Pages 27 - 80)

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
Licensing Sub	8 March	25 - 26	733 - 737
Community	12 March	27 - 32	738 - 755
Planning and Development	14 March	33 - 36	756 - 771
Personnel	20 March	37 - 40	772 - 783
Health and Housing	21 March	41 - 44	784 - 798
Licensing	26 March	45 - 48	799 - 809
Economic Development	4 April	49 - 52	810 - 822
Policy and Finance ***	9 April	53 - 66	823 - 853
Parish Councils	11 April	67 - 70	854 - 862
Accounts and Audit	17 April	71 - 74	863 - 874
Planning and Development	18 April	75 - 78	875 - 885

11. 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 and Councillor Lee Street.

Contact: Democratic Services on 01200 414408 or committee.services@ribblevalley.gov.uk

Minutes of Council

Meeting Date: Tuesday, 5 March 2024, starting at 6.30 pm
Present: Councillor M Hindle (Chairman)

Councillors:

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

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

720 PRAYERS

Canon Woodcock opened the meeting with prayers.

721 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received on behalf of Councillors S Cowman, G Hibbert, J Hill, and J Rogerson.

722 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 12 December 2023 were approved as a correct record and signed by the Chairman.

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

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

724 PUBLIC PARTICIPATION SESSION

There was no public participation.

725 MAYORAL COMMUNICATIONS

The Mayor reported on a wide range of events that he had attended since the last meeting. He noted his privilege at hosting the Clitheroe Castle candlelit vigil which marked the second anniversary of the war in Ukraine. He also highlighted a recent meeting with Clitheroe U3A, and his close involvement with the Friends of Calderstones Cemetery. The Mayor was also looking forward to hosting students later in March in regard to the planning of a Climate Change Summit, which would take place in June.

726 STATUTORY CONSULTATION WITH BUSINESS RATEPAYERS REPRESENTATIVES

Consideration was given to the report of the Director of Resources and Deputy Chief Executive which informed the Members of the meeting with national non-domestic rate (NDR) representatives about the Council's 2024/25 budget proposals. This year's meeting was held on 26 February 2024 and was attended by both Whalley and Clitheroe Chamber of Trade representatives.

727 REVENUE BUDGET 2024/25 AND CAPITAL PROGRAMME 2024/25 – 2028/29 AND SETTING THE COUNCIL TAX FOR EACH CATEGORY OF DWELLING IN THE COUNCIL'S AREA FOR 2024/25

The Director of Resources and Deputy Chief Executive submitted a report setting the budget for 2024/25 and to set the different amounts of council tax for different parts of the area where special items applied (Parish precepts).

The report set out the budget summary of the financial year 2024/25 which contained details of revenue and capital requirements.

The Leader presented his budget speech outlining the key economic issues that had been taken into account in setting the budget. He was pleased that, in contrast to some Authorities, Ribble Valley Borough Council had; no debt, the lowest District Council Tax in Lancashire, the 28th lowest Council Tax in England, and a healthy £17 million in reserves and balances. He reported that in the financial years to come, based on assumptions made on core funding from the government, the Council faced a budget deficit, and the Council would address a savings plan as recommended by the external auditors. He noted that the budget which was presented also kept the museum open under its existing opening times, invested a further £500k into the Castle bringing the total to nearly £1m, and included a five-year £13m capital programme which featured improvements to play areas, public toilets, car parks, and solar panels, adding that the Council remained the only authority to collect refuse weekly and not charge for green waste. He noted the robust processes in place in preparing the budget, beginning with the Budget Working Group. He reported that due to savings on the 2023/24 budget a further £1m would be set aside to fund one-off projects, named the Ribble Valley Golden Jubilee Fund. He welcomed proposals for the fund which would be considered using the same robust processes. The Leader expressed gratitude to all service Committees, the Council's staff, Members of the Council, and the Borough's residents.

Approval of the budget proposals contained in the report was proposed by Councillor S Atkinson and seconded by Councillor S Hore. Members debated the proposed budget.

The Leader of the Opposition, Councillor L Jameson, proposed an amendment to the budget from the Labour Group and Green and Progressive Liberal Group which included the following amendments to the revenue budget 2024/25:

- Freezing of all disabled and concession fees and charges at 2023-24 rates for 2024-25 funded by recovering the budget shortfall spread evenly across all non-disabled and non-concession fees and charges
- Increase the Council's Partnership Officer post from part time to full time (or job share) for 3-year fixed term contract
- Creation of a new Carbon Reduction and Biodiversity Officer post for 3-year fixed term contract
- Provision of carbon literacy training and certification for Members, Heads of Service and Officers to equip them to move RVBC to net zero by 2030

He also proposed the following amendments to the capital budget 2024/25:

- Retention of the Salvation Army building in RVBC ownership and conversion of the building using an energy efficient retrofit into single person's accommodation including filming of the work to promote awareness of how older buildings can be upgraded to save energy and running costs
- Improvements to climate control in Council Offices to reduce energy costs, increase staff comfort and productivity
- Production of a guidance document and grant-bearing fund to assist with additional shop facade costs for businesses in RVBC Conservation areas
- A Ringfenced Enforcement Contingency Fund for Planning and Environmental Health teams
- Strategic Review of waste collection, recycling, street cleansing, dog fouling and litter/dog waste bin provision/emptying to look at ways to improve recycling rate, reduce carbon emissions, improve litter and dog fouling control while protecting existing jobs and keeping overall service cost neutral when adjusted for inflation
- A Fund for RVBC rental of empty premises for subsidised short-term community use e.g. mobile bank etc. - possible use of ACV's
- Clitheroe Castle grounds improvements
- Remedial works to landfill contamination to John Smith's Playing Fields in Longridge
- Donation to Olive Branch, Clitheroe
- Supply of two e-bikes to Ribble Valley Police Rural Task Force
- Unallocated capital reserve

The total cost of proposed amendments to the revenue and capital budget 2024/25 was £1.5m to be funded from the £1.5m underspend identified in the 2023/24 Revised Budget.

The amendment was seconded by Councillor Stewart Fletcher.

Members debated the amendment. A recorded vote was taken on the amendment.

Councillor	For	Against	Abstain	Apologies
J Alcock		X		
S Atkinson		X		
T Austin		X		

J Atherton		X		
K Barnsley	X			
D Brocklehurst	X			
S Bibby		X		
D Birtwhistle		X		
I Brown		X		
S Brunskill		X		
R Corney	X			
S Cowman				X
L Edge – Dep Mayor		X		
R Elms		X		
S Farmer		X		
S Fletcher	X			
M French	X			
M Graveston	X			
G Hibbert				X
J Hill				X
M Hindle - Mayor		X		
S Hirst		X		
S Hore		X		
K Horkin		X		
L Jameson	X			
G McCrum	X			
C McFall		X		
R Newmark		X		
D O'Rourke		X		
S O'Rourke		X		
M Peplow	X			
R Ray	X			
M Robinson		X		
J Rogerson				X
G Scott		X		
K Spencer	X			
L Street		X		
N Stubbs	X			
R Walsh		X		
A Wilkins-Odudu	X			
Total Votes Cast	For	Against	Abstain	Apologies
	13	23	0	4

The amendment was lost.

Members then returned to the substantive motion proposed by the Leader.

The Leader noted that the suggestions put forward in the amendment could be put forward for the Ribble Valley Jubilee Fund for consideration by the Budget Working Group, and onward approval by Policy and Finance Committee.

A recorded vote was taken on the substantive motion.

Councillor	For	Against	Abstain	Apologies
J Alcock	X			
S Atkinson	X			
T Austin	X			
J Atherton	X			
K Barnsley		X		

D Brocklehurst		X		
S Bibby	X			
D Birtwhistle	X			
I Brown	X			
S Brunskill	X			
R Corney		X		
S Cowman				X
L Edge – Dep Mayor	X			
R Elms	X			
S Farmer	X			
S Fletcher		X		
M French		X		
M Graveston			X	
G Hibbert				X
J Hill				X
M Hindle - Mayor	X			
S Hirst	X			
S Hore	X			
K Horkin	X			
L Jameson		X		
G McCrum		X		
C McFall	X			
R Newmark	X			
D O'Rourke	X			
S O'Rourke	X			
M Peplow		X		
R Ray		X		
M Robinson	X			
J Rogerson				X
G Scott	X			
K Spencer		X		
L Street	X			
N Stubbs		X		
R Walsh	X			
A Wilkins-Odudu		X		
Total Votes Cast	For	Against	Abstain	Apologies
	23	12	1	4

The motion was carried and it was

RESOLVED THAT THE COUNCIL:

1. Approve the following submitted by the Policy and Finance Committee:
 - a) The revised revenue estimates for 2023/24 and the revenue estimates for 2024/25.
 - b) The revised capital programme for 2023/24 and the five-year capital programme for 2024/25 to 2028/29.
2. Approve the prudential indicators, borrowing limits and MRP Policy Statement as set out in Annex 1 of the report.
3. Note that, under delegated powers in accordance with section 84 of the Local Government Act 2003, the Council has determined the following amounts for

2024/25 in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended), as its council tax base for the year.

a) 25,321 being the amount of its council tax base for the whole district [item T in the formula in section 31B of the Local Government Finance Act 1992, as amended (the “Act”)]; and

b)

Parish Area	Tax base
Aighton, Bailey & Chaigley	487
Balderstone	201
Barrow	811
Bashall Eaves, Great Mitton & Little Mitton	207
Billington & Langho	2,214
Bolton by Bowland, Gisburn Forest & Sawley	492
Bowland Forest (High)	75
Bowland Forest (Low)	82
Bowland with Leagram	82
Chatburn	403
Chipping	556
Clayton le Dale	520
Clitheroe	6,181
Dinckley	45
Downham	48
Dutton	103
Gisburn	244
Grindleton	358
Horton	52
Hothersall	77
Longridge	3,213
Mearley	8
Mellor	993
Newsholme	20
Newton	140
Osbaldeston	105
Paythorne	48
Pendleton	110
Ramsgreave	285
Read	585
Ribchester	675
Rimington & Middop	240
Sabden	550
Salesbury	192
Simonstone	498
Slaidburn & Easington	153
Thornley with Wheatley	174

Parish Area	Tax base
Twiston	37
Waddington	453
West Bradford	384
Whalley	1,914
Wilpshire	1,086
Wiswell	177
Worston	43
25,321	

being the amounts calculated by the Council, in accordance with Regulation 6 of the regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

4. Calculate that the Council Tax requirement for the Council's own purposes for 2024/25 (excluding Parish precepts) is £4,322,041.

5. Calculate the following amounts for 2024/25, in accordance with Sections 31 to 36 of the Act:
 - a) £34,372,794 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.

 - b) £29,423,127 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

 - c) £4,949,667 Being the amount by which the aggregate at 8.5(a) above exceeds the aggregate at 8.5(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).

 - d) £195.48 Being the amount at 8.5(c) above (Item R), all divided by Item T (8.3(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

 - e) £627,626 Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.

 - f) £170.69 Being the amount at 8.5(d) above less the result given by dividing the amount at 8.5(e) above by Item T (8.3(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

- g) Aggregate of the basic amount of council tax for Ribble Valley Borough Council and Parish precept for Band D properties:

Parts of the Council's area	£
Aighton, Bailey & Chaigley	192.25
Balderstone	190.59
Barrow	205.64
Bashall Eaves, Great Mitton & Little Mitton	179.14
Billington & Langho	182.94
Bolton by Bowland, Gisburn Forest & Sawley	211.34
Bowland Forest Higher	199.58
Bowland Forest Lower	187.76
Bowland with Leagram	181.67
Chatburn	200.32
Chipping	193.17
Clayton le Dale	178.38
Clitheroe	194.13
Dinckley	170.69
Downham	170.69
Dutton	180.40
Gisburn	199.38
Grindleton	197.11
Horton	170.69
Hothersall	188.87
Longridge	199.97
Mearley	170.69
Mellor	198.13
Newsholme	170.69
Newton	186.76
Osbaldeston	180.21
Paythorne	170.69
Pendleton	187.96
Ramsgreave	183.95
Read	195.04
Ribchester	191.17
Rimington & Middop	197.77
Sabden	201.32
Salesbury	199.57
Simonstone	187.56
Slaidburn & Easington	184.09
Thornley with Wheatley	179.31

Parts of the Council's area	£
Twiston	170.69
Waddington	221.25
West Bradford	193.78
Whalley	210.75
Wilpshire	191.41
Wiswell	222.48
Worston	170.69

Being the amount given by adding to the amount at 5(f) above to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount contained in 3(b), calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

h) Aggregate of the basic amount of council tax for Ribble Valley Borough Council and Parish precept for Band D properties by valuation band:

	VALUATION BANDS							
	A £	B £	C £	D £	E £	F £	G £	H £
Aighton, Bailey & Chaigley	128.16	149.53	170.88	192.25	234.97	277.69	320.41	384.50
Balderstone	127.06	148.24	169.41	190.59	232.94	275.29	317.65	381.18
Barrow	137.09	159.94	182.79	205.64	251.34	297.03	342.73	411.28
Bashall Eaves, Great Mitton & Little Mitton	119.42	139.33	159.23	179.14	218.95	258.76	298.56	358.28
Billington & Langho	121.96	142.29	162.61	182.94	223.59	264.24	304.90	365.88
Bolton by Bowland, Gisburn Forest & Sawley	140.89	164.38	187.85	211.34	258.30	305.27	352.23	422.68
Bowland Forest Higher	133.05	155.23	177.40	199.58	243.93	288.28	332.63	399.16
Bowland Forest Lower	125.17	146.04	166.89	187.76	229.48	271.21	312.93	375.52
Bowland with Leagram	121.11	141.30	161.48	181.67	222.04	262.41	302.78	363.34
Chatburn	133.54	155.81	178.06	200.32	244.83	289.35	333.86	400.64
Chipping	128.78	150.24	171.70	193.17	236.10	279.02	321.95	386.34
Clayton le Dale	118.92	138.74	158.56	178.38	218.02	257.66	297.30	356.76
Clitheroe	129.42	150.99	172.56	194.13	237.27	280.41	323.55	388.26
Dinckley	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38
Downham	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38
Dutton	120.26	140.31	160.35	180.40	220.49	260.58	300.66	360.80
Gisburn	132.92	155.07	177.22	199.38	243.69	287.99	332.30	398.76
Grindleton	131.40	153.31	175.20	197.11	240.91	284.71	328.51	394.22
Horton	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38
Hothersall	125.91	146.90	167.88	188.87	230.84	272.81	314.78	377.74
Longridge	133.31	155.53	177.75	199.97	244.41	288.84	333.28	399.94
Mearley	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38

	VALUATION BANDS							
	A £	B £	C £	D £	E £	F £	G £	H £
Mellor	132.08	154.10	176.11	198.13	242.16	286.19	330.21	396.26
Newsholme	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38
Newton	124.50	145.26	166.00	186.76	228.26	269.76	311.26	373.52
Osbaldeston	120.14	140.16	160.18	180.21	220.26	260.30	300.35	360.42
Paythorne	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38
Pendleton	125.30	146.19	167.07	187.96	229.73	271.50	313.26	375.92
Ramsgreave	122.63	143.07	163.51	183.95	224.83	265.70	306.58	367.90
Read	130.02	151.70	173.36	195.04	238.38	281.72	325.06	390.08
Ribchester	127.44	148.69	169.92	191.17	233.65	276.13	318.61	382.34
Rimington & Middop	131.84	153.82	175.79	197.77	241.72	285.67	329.61	395.54
Sabden	134.21	156.58	178.95	201.32	246.06	290.79	335.53	402.64
Salesbury	133.04	155.22	177.39	199.57	243.92	288.27	332.61	399.14
Simonstone	125.04	145.88	166.72	187.56	229.24	270.92	312.60	375.12
Slaidburn & Easington	122.72	143.18	163.63	184.09	225.00	265.91	306.81	368.18
Thornley with Wheatley	119.54	139.46	159.38	179.31	219.16	259.00	298.85	358.62
Twiston	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38
Waddington	147.50	172.08	196.66	221.25	270.42	319.58	368.75	442.50
West Bradford	129.18	150.72	172.24	193.78	236.84	279.90	322.96	387.56
Whalley	140.50	163.92	187.33	210.75	257.58	304.41	351.25	421.50
Wilpshire	127.60	148.88	170.14	191.41	233.94	276.48	319.01	382.82
Wiswell	148.32	173.04	197.76	222.48	271.92	321.36	370.80	444.96
Worston	113.79	132.76	151.72	170.69	208.62	246.55	284.48	341.38

being the amounts given by multiplying (as appropriate) the amounts at 5(f) or 5(g) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

6. Note, that for 2024/25 Lancashire County Council has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Valuation Bands							
A £	B £	C £	D £	E £	F £	G £	H £
1,102.19	1,285.89	1,469.59	1,653.29	2,020.69	2,388.09	2,755.48	3,306.58

7. Note, that for 2024/25 the Police and Crime Commissioner for Lancashire has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Valuation Bands							
A £	B £	C £	D £	E £	F £	G £	H £
175.60	204.87	234.13	263.40	321.93	380.47	439.00	526.80

8. Note, that for 2024/25 Lancashire Combined Fire Authority has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Valuation Bands							
A £	B £	C £	D £	E £	F £	G £	H £
56.49	65.90	75.32	84.73	103.56	122.39	141.22	169.46

9. Having calculated the aggregate in each case of the amounts at 5(h), 6, 7 and 8 above, the Council, in accordance with Section 30(2) of the Act, hereby sets the following amounts as the amounts of council tax for 2024/25 for each of the categories of dwellings shown below:

VALUATION BANDS								
	A £	B £	C £	D £	E £	F £	G £	H £
Aighton, Bailey & Chaigley	1,462.44	1,706.19	1,949.92	2,193.67	2,681.15	3,168.64	3,656.11	4,387.34
Balderstone	1,461.34	1,704.90	1,948.45	2,192.01	2,679.12	3,166.24	3,653.35	4,384.02
Barrow	1,471.37	1,716.60	1,961.83	2,207.06	2,697.52	3,187.98	3,678.43	4,414.12
Bashall Eaves, Great Mitton & Little Mitton	1,453.70	1,695.99	1,938.27	2,180.56	2,665.13	3,149.71	3,634.26	4,361.12
Billington & Langho	1,456.24	1,698.95	1,941.65	2,184.36	2,669.77	3,155.19	3,640.60	4,368.72
Bolton by Bowland, Gisburn Forest & Sawley	1,475.17	1,721.04	1,966.89	2,212.76	2,704.48	3,196.22	3,687.93	4,425.52
Bowland Forest (High)	1,467.33	1,711.89	1,956.44	2,201.00	2,690.11	3,179.23	3,668.33	4,402.00
Bowland Forest (Low)	1,459.45	1,702.70	1,945.93	2,189.18	2,675.66	3,162.16	3,648.63	4,378.36
Bowland with Leagram	1,455.39	1,697.96	1,940.52	2,183.09	2,668.22	3,153.36	3,638.48	4,366.18
Chatburn	1,467.82	1,712.47	1,957.10	2,201.74	2,691.01	3,180.30	3,669.56	4,403.48
Chipping	1,463.06	1,706.90	1,950.74	2,194.59	2,682.28	3,169.97	3,657.65	4,389.18
Clayton le Dale	1,453.20	1,695.40	1,937.60	2,179.80	2,664.20	3,148.61	3,633.00	4,359.60
Clitheroe	1,463.70	1,707.65	1,951.60	2,195.55	2,683.45	3,171.36	3,659.25	4,391.10
Dinckley	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Downham	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Dutton	1,454.54	1,696.97	1,939.39	2,181.82	2,666.67	3,151.53	3,636.36	4,363.64
Gisburn	1,467.20	1,711.73	1,956.26	2,200.80	2,689.87	3,178.94	3,668.00	4,401.60
Grindleton	1,465.68	1,709.97	1,954.24	2,198.53	2,687.09	3,175.66	3,664.21	4,397.06
Horton	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Hothersall	1,460.19	1,703.56	1,946.92	2,190.29	2,677.02	3,163.76	3,650.48	4,380.58
Longridge	1,467.59	1,712.19	1,956.79	2,201.39	2,690.59	3,179.79	3,668.98	4,402.78
Mearley	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Mellor	1,466.36	1,710.76	1,955.15	2,199.55	2,688.34	3,177.14	3,665.91	4,399.10
Newsholme	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Newton	1,458.78	1,701.92	1,945.04	2,188.18	2,674.44	3,160.71	3,646.96	4,376.36
Osbaldeston	1,454.42	1,696.82	1,939.22	2,181.63	2,666.44	3,151.25	3,636.05	4,363.26
Paythorne	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Pendleton	1,459.58	1,702.85	1,946.11	2,189.38	2,675.91	3,162.45	3,648.96	4,378.76
Ramsgreave	1,456.91	1,699.73	1,942.55	2,185.37	2,671.01	3,156.65	3,642.28	4,370.74
Read	1,464.30	1,708.36	1,952.40	2,196.46	2,684.56	3,172.67	3,660.76	4,392.92
Ribchester	1,461.72	1,705.35	1,948.96	2,192.59	2,679.83	3,167.08	3,654.31	4,385.18
Rimington & Middop	1,466.12	1,710.48	1,954.83	2,199.19	2,687.90	3,176.62	3,665.31	4,398.38
Sabden	1,468.49	1,713.24	1,957.99	2,202.74	2,692.24	3,181.74	3,671.23	4,405.48

VALUATION BANDS								
	A £	B £	C £	D £	E £	F £	G £	H £
Salesbury	1,467.32	1,711.88	1,956.43	2,200.99	2,690.10	3,179.22	3,668.31	4,401.98
Simonstone	1,459.32	1,702.54	1,945.76	2,188.98	2,675.42	3,161.87	3,648.30	4,377.96
Slaidburn & Easington	1,457.00	1,699.84	1,942.67	2,185.51	2,671.18	3,156.86	3,642.51	4,371.02
Thornley with Wheatley	1,453.82	1,696.12	1,938.42	2,180.73	2,665.34	3,149.95	3,634.55	4,361.46
Twiston	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22
Waddington	1,481.78	1,728.74	1,975.70	2,222.67	2,716.60	3,210.53	3,704.45	4,445.34
West Bradford	1,463.46	1,707.38	1,951.28	2,195.20	2,683.02	3,170.85	3,658.66	4,390.40
Whalley	1,474.78	1,720.58	1,966.37	2,212.17	2,703.76	3,195.36	3,686.95	4,424.34
Wilpshire	1,461.88	1,705.54	1,949.18	2,192.83	2,680.12	3,167.43	3,654.71	4,385.66
Wiswell	1,482.60	1,729.70	1,976.80	2,223.90	2,718.10	3,212.31	3,706.50	4,447.80
Worston	1,448.07	1,689.42	1,930.76	2,172.11	2,654.80	3,137.50	3,620.18	4,344.22

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CHANGES TO COMMITTEE ARRANGEMENTS 2023/24

The Chief Executive submitted a report revising the Council's current Committee arrangements following a review of the political balance calculation. The proposed changes were listed in the report and the proposed revised Committee Membership was circulated to Members in advance of the meeting.

Members expressed their gratitude for their fellow group members and Officers, for their support in the municipal year to date. Members also thanked Councillor Fletcher for his work as the outgoing Leader of the Opposition.

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

COMMUNITY SERVICES (15)

CONSERVATIVE (6)	LIBERAL DEMOCRAT (2)	LABOUR (3)	GREEN & PROGRESSIVE LIBERAL GROUP (2)	INDEPENDENT GROUP (2)	INDEPENDENT GROUP (0)
Jan Alcock (VC)	Mary Robinson	Karl Barnsley	Ryan Corney	John Atherton	
Stephen Atkinson	Donna O'Rourke	Lee Jameson	Malcolm Peplow	Lee Street	
Stella Brunskill		Kieran Spencer			
Sophie Cowman					

Ricky Newmark (C)					
Gary Scott					

PLANNING AND DEVELOPMENT (15)

CONSERVATIVE (6)	LIBERAL DEMOCRAT (2)	LABOUR (3)	GREEN & PROGRESSIVE LIBERAL GROUP (2)	INDEPENDENT GROUP (1)	INDEPENDENT (1)
Tony Austin	Simon O'Rourke	Lee Jameson	Mark French	Jim Rogerson	Ian Brown
Sue Bibby (C)	Gaynor Hibbert	Kieren Spencer	Malcolm Peplow		
Stella Brunskill (VC)		Nick Stubbs			
Louise Edge					
Simon Hore					
Kevin Horkin					

HEALTH AND HOUSING (15)

CONSERVATIVE (6)	LIBERAL DEMOCRAT (2)	LABOUR (3)	GREEN & PROGRESSIVE LIBERAL GROUP (2)	INDEPENDENT GROUP (2)	INDEPENDENT (0)
Jan Alcock	Donna O'Rourke	Rachael Ray	Ryan Corney	John Atherton	
Stephen Atkinson	Mary Robinson	Aaron Wilkins-Odudu	Malcolm Peplow	Lee Street	
Tony Austin (VC)		Nick Stubbs			
Steve Farmer					
Stuart Hirst (C)					
Charles McFall					

PERSONNEL (9)

CONSERVATIVE (4)	LIBERAL DEMOCRAT (1)	LABOUR (2)	GREEN & PROGRESSIVE LIBERAL GROUP (1)	INDEPENDENT GROUP (1)	INDEPENDENT (0)
Sue Bibby	Donna O'Rourke	Karl Barnsley	Stewart Fletcher	David Birtwhistle	
Rosie Elms (C)		Derek Brocklehurst			
Steve Farmer (VC)					
Simon Hore					

LICENSING (15)

CONSERVATIVE (6)	LIBERAL DEMOCRAT (2)	LABOUR (3)	GREEN & PROGRESSIVE LIBERAL GROUP (2)	INDEPENDENT GROUP (1)	INDEPENDENT (1)
Rosie Elms	Simon O'Rourke	Kieren Spencer	Mark French	Jim Rogerson	Ian Brown (C)
Stella Brunskill (VC)	Gaynor Hibbert	Michael Graveston	Malcolm Peplow		
Steve Farmer		Derek Brocklehurst			
Ricky Newmark					
Gary Scott					
Robin Walsh					

POLICY AND FINANCE (15)

CONSERVATIVE (7)	LIBERAL DEMOCRAT (2)	LABOUR (3)	GREEN & PROGRESSIVE LIBERAL GROUP (1)	INDEPENDENT GROUP (2)	INDEPENDENT (0)
Stephen Atkinson (C)	Simon O'Rourke	Aaron Wilkins-Odudu	Stewart Fletcher	David Birtwhistle	
Sue Bibby	Jonathan Hill	Lee Jameson		Jim Rogerson	
Louise Edge		Michael Graveston			
Stuart Hirst					
Simon Hore (VC)					
Kevin Horkin					
Ricky Newmark					

ACCOUNTS AND AUDIT (11)

CONSERVATIVE (5)	LIBERAL DEMOCRAT (1)	LABOUR (2)	GREEN & PROGRESSIVE LIBERAL GROUP (2)	INDEPENDENT GROUP (1)	INDEPENDENT (0)
Tony Austin	Jonathan Hill	Karl Barnsley	Stewart Fletcher	Lee Street	
Stuart Hirst (VC)		Michael Graveston	Gaye McCrum		
Charles McFall					
Ricky Newmark					
Robin Walsh (C)					

ECONOMIC DEVELOPMENT (15)

CONSERVATIVE (7)	LIBERAL DEMOCRAT (2)	LABOUR (3)	GREEN & PROGRESSIVE LIBERAL GROUP (2)	INDEPENDENT GROUP (1)	INDEPENDENT (0)
Jan Alcock	Gaynor Hibbert	Rachael Ray	Stewart Fletcher	David Birtwhistle (C)	
Stephen Atkinson (VC)	Jonathan Hill	Michael Graveston	Gaye McCrum		
Sophie Cowman		Aaron Wilkins-Odudu			
Louise Edge					
Rosie Elms					
Stuart Hirst					
Robin Walsh					

PARISH COUNCIL LIAISON (13) CHAIR - Parish Cllr Martin Highton

CONSERVATIVE (5)	LIBERAL DEMOCRAT (2)	LABOUR (3)	PROGRESSIVE LIBERAL GROUP (1)	INDEPENDENT GROUP (1)	INDEPENDENT (0)
Sophie Cowman	Mary Robinson	Karl Barnsley	Mark French	David Birtwhistle	
Kevin Horkin	Simon O'Rourke	Nick Stubbs	Gaye McCrum		
Charles McFall		Derek Brocklehurst			
Gary Scott (VC)					
Robin Walsh					

EMERGENCY (4)

CONSERVATIVE (2)	LIBERAL DEMOCRAT	LABOUR	PROGRESSIVE LIBERAL GROUP (1)	INDEPENDENT GROUP	INDEPENDENT
Stephen Atkinson (C)		Lee Jameson	Stewart Fletcher		
Simon Hore (VC)					

The Leader began by expressing his thanks to the Mayor on behalf of all Members for his hospitality at Christmas Council, and noted the moving performance in the Council Chamber by the Choir.

The Leader reported his attendance at the House of Lords on the 9 January 2024 by invitation of Lord Alton. He met with the Minister of State for Rail, alongside MPs Nigel Evans and Andrew Stephenson, to press for the introduction of regular weekday passenger services to and from Hellifield, which would allow Ribble Valley residents to travel to Skipton, Leeds, and Carlisle, with only one change, furthering opportunities for education, employment, and leisure. He was pleased to report that the Dalesman Service would resume in July, August, and September, adding that Lancashire would also benefit from a seven-fold increase in funding of £494 Million for local transport connections. All of the schemes would need to be signed off by Local MPs and he had requested a meeting with Nigel Evans MP and the Leader of Lancashire County Council with a view to pushing for:

- The Hellifield Connection
- Increased services between Clitheroe and Manchester Victoria, to every 30 minutes
- More rural buses at times that people need them, and
- Improved School bus routes to cater for all of the Schools in the Borough

The Leader went onto inform the Mayor that the Council were making changes to the Council Housing Allocation to prioritise homeless families with a local connection, and also offering first-time buyer grant offers of up to £15,000 towards property renovation and energy efficiency improvements. He reported that 149 Affordable Houses had been completed in the year to July 2023 and that a report would be brought to the next Health and Housing Committee to consider what actions could be taken to bring empty properties back into use. He noted that an empty property for Council tax purposes included those empty due to ongoing renovation works, where sales were completing, where the resident had moved to a nursing home, or the property was going through probate. He had requested further work to determine the number of long-term empty homes.

The Leader also reported that car parking at Edisford had been improved by designating the car park as long stay, and the £80,000 UK Shared Prosperity Fund (UKSPF) Grant for the spinning room at Roefield would contribute to improving the sustainability of the Leisure Centre. He added that the SPF had also seen investments in;

- Castle Street, working in connection with Lancashire County Council to commence work in the Spring
- Whalley Education Foundation, had been awarded £100,000
- Barrow Village Hall and Community Centre, had been awarded a total of £225,000, and
- The Pump Track in Longridge, which was being procured

The Leader reported that the Changing Places Fund would see the provision of specialist toilets to help disabled visitors in the Castle grounds and Edisford Bridge. He added that the River Ribble at Edisford Bridge may also be designated as a bathing water site, noting that the public consultation was open until 10 March 2024 and, if successful, would be designated from the 15 May to 30 September, bringing enhanced monitoring from the Environment Agency.

The Leader noted that the Ribble Valley was still in the top five healthiest places in England, and was pleased that excellent work was being recognised, including Sport England's TaAF project. He added that the Active Villages theme was of particular importance as the Ribble Valley provided the perfect test bed for a new approach to getting people active in rural settings.

The Leader informed the Mayor that North-West Employers had received the initial 2024-25 pay claim from the trade unions requesting at least £3,000 or 10% per employee, whichever was greater. This would be dealt by the National Joint Council in the normal way for pay bargaining.

The Leader noted that the Council had responded to the Lancashire Combined Authority consultation. The response stated that the Council would like two district Council Representatives with full voting rights on the CCA Board, and that future funding rounds of UKSPF should be allocated to Districts in the same proportions as were currently received.

The Leader felt that during Ribble Valleys Golden Jubilee year, the Council could be proud of what it had delivered over the 50 years, having not only kept more money in resident's pockets, but also delivering better services, and, featuring in the top ten in England when measuring happiness, health, prosperity, and safety. He addressed Cllr Jameson, as the new Leader of the Opposition, to continue the legacy by working together.

The Leader concluded his report by reporting that the Council were now in receipt of the official portrait of His Majesty King Charles III, which would be placed alongside that of the late Queen and officially unveiled at the next Council meeting.

730

LEADER'S QUESTION TIME

The Leader of the Opposition, Councillor Lee Jamson stated that democracy and governance was at its best when a wide range of views were expressed and represented from a diverse cohort of the public. He noted that working groups played a key role in the sharing of ideas to make Ribble Valley a better place, in what was hopefully an apolitical forum. He asked that, given that the majority of working groups were during the day when a large amount of members on the Council were working, and that according to the LGA over 48% of Councillors nationally were in work or full-time education, if the leader could advise if any steps would be taken to move working group meetings from daytimes to evenings to ensure that members were not taking too much time off work and the role of a Councillor remained accessible to the majority of people? (Source - [Councillors' Census 2022 \(local.gov.uk\)](https://www.local.gov.uk/councillors-census-2022))

The Leader thanked Councillor Jameson for his question noting that he understood the difficulty in arranging working groups especially for Councillors that were working, but that it was a matter of striking the right balance between the needs of Councillors and staff. He added that service Committees and Council met in the evening and often staff attending those meetings were working at least a 12-hour day, and that each cycle there were 9 Committee meetings and Council, with the same Officers at many of those Committees. He added that currently there were 11 Working Groups established by Committees, which tended to meet more often than Committees, and again, many of the Working Groups were attended by the same Officers that attended Committee meetings. He felt that having working groups meet in the evening would place an intolerable burden on staff and not one that they could support.

In a supplementary question, Councillor Jameson noted that he fully appreciated Officers worked long hours but that as Councillors ran the Council, could the Council look into a more practical flexible working scheme for Officers.

The Leader responded that this could be explored, however, that efforts were made to hold working groups at the start and end of the day to cater for everyone, and he was concerned about staff working conditions, particularly for senior members of staff who could not recover the hours.

Next, Councillor Jameson asked if the Leader could confirm, and guarantee, the dates that the remedial works on the Castle keep and proposed improvements to Castle Street (which had already been paid for) would be completed?

The Leader responded that Lancashire County Council had recently undertaken the necessary surveys on Castle Street to inform the designs. LCC had confirmed that they were now in a position to progress the scheme layout. This would be shared with RVBC Officers shortly. Whilst works were due to start in Spring, LCC had been made aware of the date of the food festival and had confirmed that no works would take place over that period. They had not yet guaranteed a timeline for the works. This was because matters currently unknown may arise during the works and there may be objections to the Traffic Regulation Orders. The intention was, however, to engage with key stakeholders and the public when the final design had been agreed and a proposed timeframe could be shared. RVBC Officers would be meeting with LCC later that month.

The Leader continued advising that the Castle Keep would be re-opened to the public within the next two weeks, including both the ramparts and the inside of the Keep. To re-open the Keep, it had been necessary to undertake a full photogrammetry survey and carry out some work to prop areas of the Keep that were thought to have a very small chance of coming loose. Further heritage design work was required to establish the longer-term work on the Keep. This would include pointing work but may also require some structural work. Work could not commence until the warmer months due to the mortar that needed to be used. It was predicted the final design solutions would be available within the next two months, allowing mobilisation in early summer. The Leader noted that there was a possibility that the current funding may be insufficient and that a bid to Heritage Lottery would be needed to fund the works, resulting in longer timescales, adding that Members would be updated as soon the final design work came back.

In a supplementary question, Councillor Jameson asked the Leader if he had a plan to address the decline in the high street and assign vacant high street occupancy?

The Leader responded that it had become evident, through assessment of Business Rate payers, that the same business owners retained many of the high street premises, noting that the Council did it's best, however those properties were not owned by the Council.

Finally, Councillor Jameson noted that we were facing a period of financial uncertainty with growing demand for services and only short-term funding settlements. He asked if the Leader had considered the option, granted to us in the Levelling up and Regeneration Act 2023, of implementing a council tax premium of up to 100% on "Dwellings occupied periodically"/Second homes, especially due to the high percentage of 2nd homes in the Ribble Valley? He added, should those in the extremely fortunate position to be able to choose to own a second home in the middle of a housing crisis not pay a fairer share?

The Leader thanked Councillor Jameson for his question, and wished to make 3 very important points on the issue:

1. Not all furnished properties periodically unoccupied were second homes –
 - They could be properties where a resident had died
 - Where an empty but furnished property was on the market
 - Where furnished rental properties were between tenants, e.g. the Council's own Joiners Arms
2. It would be difficult to determine if the property was unoccupied periodically if residents opted to pay the full Council Tax

3. The Council met the full cost of collection but only retained 8% of the income.

The Leader would ask Officers to prepare a full report on the issue for the Budget Working Group to consider.

Councillor Jameson had no further comments.

731

COMMITTEE MINUTES

1. Community Committee – 9 January 2024
2. Planning and Development Committee – 11 January 2024
3. Personnel Committee – 17 January 2024
4. Health and Housing Committee – 18 January 2024
5. Policy and Finance Committee – 23 January 2024
6. Economic Development Committee – 25 January 2024
7. Licensing Committee – 30 January 2024
8. Parish Councils Liaison Committee – 1 February 2024
9. Planning and Development Committee – 8 February 2024
10. Special Policy and Finance Committee – 13 February 2024
11. Accounts and Audit Committee – 14 February 2024
12. Licensing Sub-Committee – 23 February 2024

RESOLVED:

That the minutes of the above committees be received with the exception of Minute numbers 573, 616, and 698.

Minute 573 - Pay Policy Update (Statement) 2024/25

RESOLVED:

That the Council approve the Pay Policy Statement for 2024/25 with an additional paragraph to reflect the Council's decision at its meeting of 10 October 2023. The additional paragraph being:

“With effect from 1 April 2024, that the Council has adopted the Living Wage Foundation's Real Living Wage as the minimum hourly rate of pay to be paid to all staff aged 18 and over (excluding apprentices).”

Minute 616 - Local Council Tax Support Scheme 2024/25

RESOLVED:

That the Council approve the Local Council Tax Support Scheme 2024/25

Minute 698 - Review of Polling Districts and Polling Places.

RESOLVED:

That the Council:

1. Approve the proposals for polling districts and places in the Ribble Valley Parliamentary constituency.
2. Approve an amendment of the Officer delegation scheme.

732

EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 8.10 pm

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

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Minutes of Sub-Committee of the Licensing Committee

Meeting Date: Friday, 8 March 2024, starting at 10.00 am
Present: Councillor I Brown (Chair)

Councillors:

S Brunskill

S O'Rourke

In attendance: Solicitor, Administration Assistant (Licencing) and Taxi Enforcement Officer

733 WELCOME

734 APOLOGIES AND RE-CONSTITUTION OF THE COMMITTEE MEMBERSHIP

There were no apologies for absence.

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

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

736 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.

737 LICENSING HEARING - TAXI

On 23 February 2024, the Sub-Committee had previously considered 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 Sub-Committee had decided that it was appropriate to adjourn the hearing to enable further information to be obtained from the operator.

The evidence had been obtained, and the driver attended the hearing and responded to questions and gave verbal submissions to the Sub-Committee.

The Sub-Committee, having taken account of all the submissions, oral and written, the Council's Infringement Scheme and the Local Government (Miscellaneous Provisions) Act 1976 concluded that it was appropriate to impose a sanction on the Driver. Having reviewed their powers, including possible revocation or suspension of the driver's private hire licence, the Sub-committee determined that it was appropriate to extend the normal 2-year duration of the infringement points by another year so that the 12 infringement points remained valid until 2 January 2027 (3 years from the date of imposition of the points).

The meeting closed at 10.13 am

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

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Minutes of Community Services

Meeting Date: Tuesday, 12 March 2024, starting at 6.30 pm
Present: Councillor R Newmark (Chair)

Councillors:

J Alcock	L Jameson
J Atherton	D O'Rourke
S Atkinson	M Peplow
K Barnsley	M Robinson
S Brunskill	G Scott
R Corney	K Spencer
S Cowman	L Street

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

738 APOLOGIES FOR ABSENCE

There were no apologies for absence.

739 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 January 2024 were approved as a correct record and signed by the Chairman.

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

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

741 PUBLIC PARTICIPATION

There was no public participation.

742 HYDROTREATED VEGETABLE OIL PROPOSAL FOR VEHICLE FLEET

The Director of Community Services submitted a report for Committee to consider the use of Hydrotreated Vegetable Oil (HVO) in all qualifying vehicles.

A report had been presented previously to Committee on 9 January 2024, and further environmental information regarding HVO had been requested by Committee. The technical specification for the HVO was provided with the report, which confirmed that the oil would not contain Palm Oil and would be certified by both its producer and distributor, who would also undertake random testing.

The benefits and drawbacks of switching to HVO were noted in the report. The cost of producing HVO was higher than diesel due to the complicated hydrotreatment process, which resulted in a price that was currently around 30 percent higher. It was

suggested that a maximum allowable cost ceiling of a £100k increase over current costs was implemented. If prices were to rise above this, a switch would be made back to Diesel until prices dropped. A further £15k of capital to install a small fuel tank would also be required for a small number of unqualifying vehicles. It was also noted that the introduction of new waste regulations would take place over the forthcoming two years, which could prove more costly than the current total waste collection cost. This needed to be factored in when adding to cost pressures with the introduction of HVO.

Members were asked to consider the pros and cons associated with the introduction of HVO and decide whether they wished to:

1. Retain the current fleet on Diesel and move to electric or hydrogen vehicles when they become affordable and when the necessary infrastructure is in place; or
2. Request that Policy and Finance consider increasing the overall Council budget by £100k per annum and provide a one off £15k capital allocation to finance the introduction of HVO in the next financial year. No funding was currently identified; or
3. Request that officers examine whether HVO could be affordable as part of the wider waste review taking place over the next two years, when additional government funding for food waste is factored in.

Members raised concerns at the meeting regarding sustainability and fluctuating costs. The Committee did not want to proceed with HVO and requested to keep options under regular review.

RESOLVED THAT COMMITTEE:

Approve to retain the current fleet on Diesel and move to electric or hydrogen vehicles when they become affordable and when the necessary infrastructure is in place.

743

VEHICLE WASH, SALTHILL DEPOT

The Director of Community Services submitted a report requesting that Committee approve an additional capital scheme under Community Services Committee for the purchase and installation of a replacement vehicle wash at Salthill Depot for a total of £21,730.

The existing chassis and vehicle body washing facilities at Salthill depot were no longer operational and would be prohibitively expensive and uneconomical to repair. For everyday cleaning, Depot staff were using a machine costing £250 per week and using an external provider for a more specialised pre-MOT chassis wash.

It was recommended that a replacement system was procured on a 'supply and install' basis. Some drainage and other associated works to the yard area would be required to accommodate the new vehicle wash. The overall costs of the scheme were estimated to be £21,730. The additional capital scheme would require onward approval by Policy and Finance Committee, but the associated revenue costs would be accommodated within existing revenue budgets.

Members discussed the recommendation along with other options, which Committee felt would be less cost effective.

RESOLVED THAT COMMITTEE:

1. Agree to the purchase and installation of a vehicle wash at Salthill Depot.
2. Recommended to Policy and Finance Committee a capital programme scheme of £21,730 for a Replacement Vehicle Wash at Salthill Depot, funded from the VAT Shelter Earmarked Reserve.

744

RECREATION & CULTURE, SPORTS EXCELLENCE, AND ARTS EXCELLENCE GRANT AWARDS

The Director of Community Services submitted a report to present the recommendations of the working group in relation to the allocation of grants under Recreation/Culture/Arts Development, Individual Sporting Excellence and Individual Arts Excellence.

Grants totalling £50,775 were recommended across the three grant schemes. It was noted at the meeting that there would be no remaining funding if the recommendations were approved.

Committee requested information which had been anonymised in the report and it was proposed and seconded that this item was discussed under the exclusion of press and public.

A vote was taken and it was

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.

Committee were verbally provided the names of the Sporting Excellence applicants and were pleased to approve the recommendations of the working group. Committee requested that future grant reports be discussed under the exclusion of press and public so the information may be disclosed in the report.

RESOLVED THAT COMMITTEE:

1. Endorsed the recommendations of the working group outlined in appendices 1 – 3 of the report, and
2. Request to extend invitations to successful applicants to attend a cheque giving reception hosted by the Mayor.

The Chairman confirmed that the meeting was no longer under the exclusion of press and public.

745

ARTS STRATEGY

The Director of Community Services submitted a report asking Committee to consider the proposal for a Working Group in a Task and Finish format to develop the Council's Arts Strategy.

On 9 January 2024, Committee had approved the submission of a bid to Arts Council England for grant funding to develop an Arts Strategy for Ribble Valley. It was also agreed that a working group be established to feed into the development of the

strategy. A draft terms of reference for the group was presented for Members to consider.

It was confirmed at the meeting that the recommendations of the working group, in regard to the Arts Strategy, would be subject to approval by the Committee.

RESOLVED THAT COMMITTEE:

1. Approve the formation of a Working Group on a Task and Finish basis to develop the scope and action plan for a new Arts Strategy; and
2. Agree that the membership of the Arts Strategy Working Group is as follows:

Councillors R Newmark, J Alcock, S Brunskill, L Street, M Robinson, K Barnsley, M Peplow.

746 CAPITAL PROGRAMME 2024-25

The Director of Resources and Deputy Chief Executive submitted a report informing Members of the schemes approved for inclusion in this Committee's 2024/25 capital programme.

Committee had an approved 2023/24 capital programme totalling £2,084,410 for fifteen schemes. It was confirmed at the meeting that the 2023/24 capital programme had been approved at the meeting of the Council on 5 March 2024. In addition, Policy and Finance Committee had also approved that more detailed reporting be undertaken on scheme progress, which could be seen in Annex to the report.

Any slippage on schemes in the 2023/24 capital programme would be reported to the Committee.

747 REVENUE MONITORING 2023-24

The Director of Resources and Deputy Chief Executive submitted a report for information on the position for the period April 2023 to January 2024 of this year's revenue budget for Community Services Committee.

The comparison between actual and budgeted expenditure showed an underspend of £96,961 for the first ten months of the financial year 2023/24. After allowing for transfers to/from earmarked reserves the underspend was £86,419.

748 WASTE REGULATIONS IMPLEMENTATION UPDATE

The Director of Community Services submitted an information report providing Committee with an update on the changes that would be required to waste collection services under the Environment Act 2021, and actions being taken by the Council to comply.

The Government had informed authorities of the waste streams that would need to be collected from all households from 31 March 2026 and had indicated that funding would be provided for the actions required. Further clarification on the exact requirements were still awaited from government, leaving a number of uncertainties. Committee would be updated once further details were confirmed. An Officer group

had been established to implement the changes and the Council were part of a County Wide Strategy Group along with a separate subgroup of Districts.

Councillor S Atkinson left the meeting.

749

RIBBLESDALE POOL FEASIBILITY - UPDATE REPORT

The Director of Community Services submitted an information report providing Committee with an update on the progress of the feasibility study taking place on Ribblesdale Pool.

The feasibility study had been procured through Strategic Leisure Limited in November 2024 to assist the Council in determining the best long term sustainable option for swim provision in the Borough. Strategic Leisure carried out a public consultation which received 1,789 individual responses. Headline findings from the consultation included:

- The majority of respondents rate Ribblesdale Pool as average- good.
- The majority of respondents think the Edisford location is good-very good.
- The majority of respondents think a new pool should be built at Edisford; almost as many respondents think the existing pool should be refurbished.
- For those that did suggest other locations, these were spread across the borough, in particular locations with free parking and town centres or on the A59.
- The overwhelming majority response for other facilities to be co-located with a new pool is a café.
- High response rates were also received on the need to provide: fitness facilities, soft play, group exercise studios, a spin studio, climbing wall and cross-fit facility alongside a new pool.

The final feasibility report would be brought to a future meeting in the new municipal year.

750

LUNG HEALTH CHECK SCANNER - EDISFORD CAR PARK

The Director of Community Services submitted a report for information updating Committee regarding a request from the 'In Health Group, acting on behalf of the NHS, to site a mobile CT scanner for targeted lung health checks at Edisford Car Park, Clitheroe.

The mobile unit would operate from 8.00am to 8.00pm every day for three weeks each month, from April to June 2024. There would no direct cost to the Council, however approximately fifteen car parking spaces would be used to accommodate the scanning facilities.

751

GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report for information giving an update on Clitheroe Castle Keep, Edisford Bridge as a bathing water site designation, the UK Shared Prosperity Fund, Clitheroe Castle Museum, litter on the highway, car parking pass reminders, the platform gallery and visitor information centre, and Ribblesdale Pool.

Committee discussed the information in the report, and Members felt strongly that littering on the highway was an issue, noting that some road signs also required cleaning.

752 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

753 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

754 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next item of business being exempt information under Paragraphs 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.

755 RIBBLE VALLEY STEAMERS, EDISFORD

The Director of Community Services submitted a report seeking Committee approval for the Council to enter into a new 10-year licence for the operation of the miniature railway at Edisford riverbank.

Ribble Valley Live Steamers Club had held a licence to occupy the Council owned land on which they had operated the miniature railway Club, since the 1980s. The engines that the Club operated were either privately owned or were an asset purchased by the Club belonging to all members.

The report provided Committee with the relevant financial information and the terms that would be incorporated into the licence.

Committee were pleased to approve the new licence, noting that the miniature railway was a long standing and popular feature in the Ribble Valley.

RECOMMENDED THAT COMMITTEE:

Approve in principle a licence to occupy between the Council and the Ribble Valley Live Steamers Club as outlined in the report and that details of the licence be delegated to the Director of Community Services and Head of Legal and Democratic Services.

The meeting closed at 8.09 pm

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

Minutes of Planning and Development

Meeting Date: Thursday, 14 March 2024, starting at 6.30 pm
Present: Councillor S Bibby (Chair)

Councillors:

T Austin	K Horkin
I Brown	M Peplow
S Brunskill	S O'Rourke
L Edge	J Rogerson
M French	K Spencer
G Hibbert	N Stubbs
S Hore	L Jameson

In attendance: Director of Economic Development and Planning, Head of Development Management and Building Control and Head of Legal and Democratic Services

Also in attendance: Councillors

756 APOLOGIES FOR ABSENCE

There were no apologies for absence.

757 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 8 February 2024 were approved as a correct record and signed by the Chair.

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

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

759 PUBLIC PARTICIPATION

There was no public participation.

760 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990

761 3/2022/0937 - OAKHILL SCHOOL AND NURSERY WISWELL LANE WHALLEY BB7 9AF

RESOLVED THAT COMMITTEE:

Grant planning permission subject to the following conditions:-

1. The development hereby approved 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 the following drawings/submitted information:

Site Location Plans: OS/S/3G003
Proposed Plan and Fencing Elevations: OS/S/3G003
'Dulok Rebound' (Double Wire Panel System)
Ball Stop Netting Details (Polypropylene Mesh)

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

762 3/2023/1035 - 5 GARNETT MEWS CLITHEROE BB7 2SR

The application was withdrawn prior to Committee so was not considered.

763 SCHEME OF DELEGATION AND CODE OF CONDUCT

The Director of Economic Development and Planning submitted a report seeking Committee's approval to a revised Scheme of Delegation for Planning and Development and the Code of Conduct for Planning. Unfortunately, the revised Code of Conduct had not been annexed to the report so Members felt that they needed more time to fully consider the information.

RESOLVED THAT COMMITTEE:

Deferred to a future Committee.

764 REVENUE MONITORING 2023-24

The Director of Resources and Deputy Chief Executive submitted an information report advising as to the position for the period April 2023 to January 2024 of the year's revised revenue budget as far as this Committee is concerned.

It was noted that the comparison between actual and budgeted expenditure showed an overspend of £14,545 to January 2024 of the financial year 2023/24. After allowing for transfers to/from earmarked reserves there was an overspend of £26,970.

765 CONSERVATION AREAS

The Director of Economic Development and Planning submitted a report providing Committee with information on the Borough's Conservation Areas and Listed Buildings.

Members discussed specific requirements in conservation areas, with reference to listed buildings, including replacement windows and thermal efficiency. The Head of Development Management and Building Control advised that the Planning Officers take a pragmatic approach to developments involving heritage assets with Officers working with applicants/ agents to establish a positive way forward.

766 BUILDING SAFETY REGULATIONS

Members noted the report submitted by the Director of Economic Development and Planning updating Committee on the changes to the building safety regulations as a result of the Building Safety Act 2022 which runs alongside the Fire Safety Act 2021.

767 PLANNING APPLICATION STATISTICS REPORT

The Director of Economic Development and Planning submitted a report updating Committee on key information in relating to the determination of planning applications for Quarter 3 of 2023/24 (1 October 2023 – 31 December 2023).

It was noted that the Local Planning Authority met the Government performance targets for determining planning applications falling within the 'Major' and 'Other' categories during this quarter, and whilst the target for determining minor applications was not met, this in itself was not a concern given previous quarter performances on minor applications. The appeals target was met.

The Director of Economic Development and Planning also provided an update as to the current situation with the Punch Bowl.

768 APPEALS (IF ANY)

Members noted the contents of the Appeals report.

769 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

770 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

771 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.19 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 Personnel

Meeting Date: Wednesday, 20 March 2024, starting at 6.30 pm
Present: Councillor S Farmer (Vice Chairman)

Councillors:

K Barnsley	D Brocklehurst
S Bibby	D O'Rourke
D Birtwhistle	

In attendance: Chief Executive and Head of Human Resources

Also in attendance: Councillor S O'Rourke

772 APOLOGIES FOR ABSENCE

Apologies from the meeting were received from Councillors R Elms (Chairman) and S Hore.

773 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 17 January 2024 were approved as a correct record and signed by the Chairman, subject to the amendment that Councillor D O'Rourke gave apologies for the meeting.

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

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

775 PUBLIC PARTICIPATION

There was no public participation.

776 DIGITAL LEARNING SYSTEM UPDATE

The Director of Resources and Deputy Chief Executive submitted a report for information to provide an update on the Corporate Learning and Development programme for the Council via ME Learning.

The Council had purchased a 12-month LMS system for all Council staff and the Learning and Development programme would commence on 1 April 2024. All staff would undertake a wide range of training on corporate topics, in order to meet best practice, and ensure that staff had the knowledge to ensure fair and inclusive employment practices.

Courses totalling approximately 11 hours per member of staff would require completion by September 2024, and it was confirmed at the meeting that staff progress would be monitored to evaluate any support required. Further courses would be identified and released in the six-month period from September 2024.

777 ANALYSIS OF EXIT INTERVIEWS

The Director of Resources and Deputy Chief Executive submitted a report to provide Members with information relating to staff who had left Ribble Valley Borough Council between 1 January 2023 and 31 December 2023 and to provide further information with regard to the Council's exit interviews forms.

778 PAY 2024: NJC 'GREEN BOOK' PAY CLAIM

A verbal update was provided at the meeting by the Head of Human Resources in regard to the NJC pay claim for 2024-25 which had been made by the Joint Trade Union Side (UNISON, GMB and UNITE) to the Local Government Association.

The claim was for:

- An increase of at least £3,000 or 10% (whichever was greater) on all spinal column points
- Reviews of the gender, ethnicity and disability pay gaps in local government
- A 2-hour reduction in the working week with no detriment
- An additional day of annual leave for personal or well-being purposes (with term time only staff also receiving a full day rather than a pro rata amount, that they can use at any time, including term time)
- A phased approach to reaching a minimum pay rate of £15 an hour in a maximum of two years, sooner if possible

A decision was not expected until after the general election, the date of which was not yet known.

779 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

780 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

781 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.

782 PAYMENT OF HONORARIA

The Chief Executive submitted a report for Committee to consider 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 was set out in the report.

RESOLVED THAT COMMITTEE:

Agree to the honorarium payment to the member of staff as set out in the report.

783

GENERAL STAFFING UPDATE

The Director of Resources & Deputy Chief Executive submitted a report informing members on 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 3 new staff had been appointed between 16 December 2023 and 15 March 2024 and that there had been 6 leavers in the same period. The report noted that there had been 1 work experience placement in the reporting period. Letters of thanks were to be sent to the staff who had left the Council, where appropriate.

The meeting closed at 7.11 pm

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

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Minutes of Health and Housing

Meeting Date: Thursday, 21 March 2024, starting at 6.30 pm
Present: Councillor T Austin (Chairman)

Councillors:

J Atherton	M Peplow
S Atkinson	R Ray
R Corney	M Robinson
S Farmer	L Street
D O'Rourke	N Stubbs

In attendance: Chief Executive, Head of Environmental Health Services and Head of Strategic Planning and Housing

Also in attendance: Councillor S O'Rourke

784 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillors S Hirst, J Alcock, H McFall and A Wilkins-Odudu.

785 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 18 January 2024 were approved as a correct record and signed by the Chairman.

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

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

787 PUBLIC PARTICIPATION

There was no public participation.

788 STRAY DOG POLICY

The Chief Executive submitted a report asking Committee to review and approve the new Ribble Valley Borough Council – Stray Dog Policy.

Members noted that the current policy relating to stray dogs was scant, outdated and inaccurate. A new policy had been created which rectified this and contained updated details of the Councils legal responsibilities, processes and enforcement options. It also makes specific provision that 'as a last resort, a stray can be humanely put to sleep by a vet if it cannot be rehomed.

There was discussion as to how dog owners are made aware of where their dogs are taken in the event they have gone missing, with a suggestion that posts could be made on the Council's social media sites. Reference was also made to stray dogs that also appear to be dangerous. The Head of Environmental Health advised that they would need to be taken to a kennel and expert advice sought. Officers work

closely with the police and it was noted that the relevant officers will be undertaking Dangerous Dog Awareness training.

RESOLVED THAT COMMITTEE:

Approve Ribble Valley Borough Council's new 'Stray Dog Policy'

789

REVIEW OF THE FIRST TIME BUYER'S ENERGY EFFICIENCY GRANT AND PROPOSAL TO CONTINUE DELIVERY IN 2024/25

The Director of Economic Development and Planning submitted a report providing an overview of the First Time Buyers' Energy Efficiency grant delivery in the borough and requesting approval to continue the scheme in 2024/25.

The grants were first introduced in April 2022, and they encourage first time buyers to consider buying existing older properties in the borough and to make improvements to their energy efficiency and EPC ratings. Members were reminded of the eligibility criteria for the scheme and were advised that it had been working well, with 19 grants being completed so far.

The proposal was for £100,000 to be transferred from the landlord and tenant budget to enable delivery of the scheme in 2024/25. Members agreed that the scheme was beneficial and discussion took place around the marketing and promotion of it.

RESOLVED THAT COMMITTEE:

Agree to transfer £100,000 from the Landlord Tenant Grant budget to the First Time Buyers Energy Efficiency Grant Scheme in 2024/25 subject to Policy and Finance Committee approving the transfer.

790

REVENUE MONITORING 2023-24

The Director of Resources and Deputy Chief Executive submitted a report informing Committee as to the progress of the 2023/24 revenue budget, as at the end of January 2024.

The comparison between actual expenditure and the revised estimate budget for this Committee at the end of January 2024 showed a net overspend of £22,312, after allowing for transfers to and from earmarked reserves.

It was noted that at this stage, the expectation is that this Committee's net expenditure outturn for the full year will be largely within the 2023/24 revised estimate.

791

CAPITAL PROGRAMME 2024-25

The Director of Resources and Deputy Chief Executive submitted a report informing Members of the schemes approved for inclusion in this Committee's 2024/25 capital programme.

It was noted that this Committee had an approved 2024/25 capital programme of £3,166,080 for 6 schemes and any slippage on schemes in the 2023/24 capital programme would be reported to this Committee.

Discussion took place surrounding the Disabled Facilities Grants and the difficulties faced, largely from external factors. It was noted with approval that a private

Occupational Therapist (OT) had just been employed to carry out some assessments, which would hopefully assist in reducing waiting times.

The importance of promoting grants was re-iterated and Members were advised of the avenues used by the Council, such as at Parish Council Liaison meetings and via the Partnership Officer (Sarah Wells).

792 HOMELESSNESS AND REFUGEE UPDATE

Members noted the report submitted by the Director of Economic Development and Planning informing Committee as to the level of homelessness and refugees in the borough.

793 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

794 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

795 EXCLUSION OF PRESS AND PUBLIC

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

796 HOME SAFETY GRANT

The Director of Economic Development and Planning submitted a report seeking Committee's approval for essential works to be carried out at a property in the Ribble Valley, which would exceed the grant maximum limit.

RESOLVED THAT COMMITTEE:

Approve a grant of £1650 to enable the porch at the property to be demolished.

797 HOMES FOR UKRAINE GRANT APPLICATIONS AND REQUEST FOR SUPPORT

The Director of Economic Development and Planning submitted a report seeking Committee's approval for support requests received from the Borough's Ukrainian residents.

The requests related to using money from the Homeless Prevention Grant for the retrospective support towards the purchase of essential household items necessary for residents to move into suitable accommodation; and support from Community Integration funding towards the funeral costs of a resident.

RESOLVED THAT COMMITTEE:

1. Agree to allow retrospective applications for the three households who moved prior to the grant being offered along with any further eligible households.

2. Approve utilizing £500 of the community integration funding to assist with costs of the funeral.

798

GRANTS UPDATE

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

The meeting closed at 7.27 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, 26 March 2024, starting at 6.30 pm
Present: Councillor I Brown (Chair)

Councillors:

D Brocklehurst	G Hibbert
S Brunskill	R Newmark
R Elms	M Peplow
S Farmer	G Scott
M French	K Spencer
M Graveston	

In attendance: Head of Legal and Democratic Services and Solicitor

799 APOLOGIES FOR ABSENCE

Apologies for the meeting were received from Councillors S O'Rourke, J Rogerson and R Walsh.

800 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 30 January 2024 were approved as a correct record and signed by the Chairman.

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

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

802 PUBLIC PARTICIPATION

There was no public participation.

803 HACKNEY FARES

The Chief Executive submitted a report seeking Committee's views on whether Hackney Carriage fares should be varied from the level recommended by Committee on 30 January 2024, and for Committee to set a further date for the introduction of the revised table of fares.

The proposed night-time fare rates had been advertised in the local press and circulated to the local taxi trade. Two representations had been received from Hackney Carriage drivers licence holders, both of which suggested a rate of £0.90 for each subsequent 1/5th of a mile or part thereof between 12 midnight and 6am and between 7pm and midnight on Christmas Eve and New Year's Eve.

804 ANNUAL MEETING FOR PREMISES LICENCE HOLDERS

The Chief Executive submitted a report asking Members to determine whether an annual meeting should be arranged for the Committee to meet premises licence holders, after a request was made for such by Clitheroe Pub Watch.

Discussion took place surrounding who should be invited and the scope of the meetings. It was noted that it would be a useful forum for the Council to consider any concerns raised by members of the licensed trade regarding current issues, albeit not relating to premises specific matters.

RESOLVED THAT COMMITTEE:

1. Agree that an annual meeting should be held with holders of premises licences issued under the Licensing Act 2003.
2. Agree that invitations to the meeting should be extended to the following groups:
 - a. Members of the Pub Watch scheme in Clitheroe, Longridge and Whalley
 - b. The police
 - c. The Council's Environmental Health department
 - d. The Council's Licensing Enforcement staff
3. Advise the Head of Legal and Democratic Services of any matter which Committee might wish to discuss at any meeting.

805

ELAP SEATS AND WHEELCHAIR ACCESSIBLE VEHICLES

The Chief Executive submitted a report informing Committee of the outcome of consultation on:

- Provision of Hackney Carriages which are wheelchair accessible.
- Retention of the requirement for 8 Hackney Carriages to be licensed with a requirement for fitting of an ELAP seat.
- Any replacement of a vehicle with an ELAP seat to be by a side entry wheelchair accessible vehicle.
- Introduction of disability awareness training on renewal of drivers' licence.

It was noted that 8 Hackney Carriage drivers and two Private Hire drivers responded to the consultation. Members found it disappointing that there were no responses from representatives of groups of users.

The general consensus from the responses was that ELAP seats should not be required as they were barely used; ELAP seat vehicles should not be replaced by side wheelchair accessible Hackney vehicles and there was no desire to expand the side entry wheelchair accessible Hackney fleet.

Whilst there was a mixed reception to the introduction of disability awareness training on licence renewal, Members felt strongly that it should be introduced.

RESOLVED THAT COMMITTEE:

Approve an amendment of the policy to provide that the conditions for Hackney Carriage and Private Hire drivers shall be extended to include a condition that:

“A driver shall undergo disability awareness training provided by the Blue Lamp Trust on application for a new licence, or on the next renewal after 1 April 2024, and shall undergo refresher training at 5 year intervals”.

806 HACKNEY CARRIAGE STANDS

Committee noted the information report submitted by the Chief Executive which outlined the progress of enquiries in relation to the establishment of further Hackney Carriage stands in the borough.

807 MINUTES OF SUB COMMITTEES

The minutes of the Sub-Committees held on 23 February and 8 March 2024 were noted.

808 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

809 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.10 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 Economic Development

Meeting Date: Thursday, 4 April 2024, starting at 6.30 pm
Present: Councillor D Birtwhistle (Chair)

Councillors:

J Alcock	S Hirst
S Cowman	R Ray
L Edge	R Walsh
R Elms	A Wilkins-Odudu
G Hibbert	G McCrum
J Hill	

In attendance: Director of Economic Development and Planning, Director of Community Services, and Head of Strategic Planning and Housing

Also in attendance: Councillor S O'Rourke

APOLOGIES

Apologies for the meeting were received from Councillors S Atkinson, S Fletcher, and M Graveston.

810 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 25 January 2024 were approved as a correct record and signed by the Chairman.

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

Councillor S Hirst declared an interest in Agenda Item 12 – Rural England Prosperity Fund as a Trustee of Salesbury Memorial Hall.

812 PUBLIC PARTICIPATION

There was no public participation.

813 APPROVAL AND ADOPTION OF THE CLIMATE CHANGE ACTION PLAN 2024/25

The Director of Community Services submitted a report presenting Committee with the Climate Change Action Plan 2024/25 for approval and formal adoption.

The action plan was supplementary to the Climate Change Strategy 2021-2030 and had been developed by the Climate Change Working Group to be a live document which would be regularly reviewed and updated. The plan aimed to be a major step in achieving the Council's aspiration of being a carbon neutral Council by 2030. Stage one of the plan focused on Council emissions and worked towards meeting the target, with stage two running into future years which would see the Council engaging with businesses and the wider community to reduce carbon emissions across the whole of the Borough.

The actions in the plan were subject to the relevant Committees approval and the plan would also adapt to ensure it was affordable should the financial situation of the Council change. Additional external funding and externally funded resources were likely to be required in order to achieve the Council's ambitions.

Ongoing monitoring and evaluation of progress against the action plan would be completed by the Working Group with annual progress reported to the Committee.

The Council would also calculate and report publicly on its organisational emissions each year using data collected from One Carbon World Annual reports.

Committee felt the action plan was a good start and made further suggestions which included the introduction of a Climate Change Officer post and carbon literacy training for staff and Members.

RESOLVED THAT COMMITTEE:

Approved the Climate Change Action Plan 2024/25 for formal adoption.

814

CLIMATE CHANGE WORKING GROUP TERMS OF REFERENCE

The Director of Community Services submitted a report presenting Committee with an updated Terms of Reference (ToR) for the Climate Change Working Group.

Committee had approved the Terms of Reference on 28 September 2023 however it had been necessary to update the ToR to reflect changes to the Committee Membership as approved at the meeting of the Full Council on 12 December 2023.

RESOLVED THAT COMMITTEE:

Approved the Terms of Reference and membership for the Climate Change Working Group as appended to the report.

815

REVENUE MONITORING 2023/24

The Director of Resources and Deputy Chief Executive submitted a report for information to let members know the position for the period April 2023 to February 2024 of this year's revenue budget as far as this Committee was concerned.

It was noted that the comparison between actual and budgeted expenditure showed an underspend of £3,705 for the period April 2023 to February 2024. The current variations did not present any significant concern. However, members were reminded that the situation could fluctuate depending on activities that took place.

816

RIBBLE VALLEY TASTE FEST & CLITHEROE FOOD FESTIVAL

The Director of Economic Development and Planning submitted a report to provide Committee with an update on Ribble Valley Taste Fest and Clitheroe Food Festival.

The application portal for businesses to apply for stalls had opened on 2 February 2024 and to date 85 applications had been received in total. This showed an increase in demand in comparison with 2023. Music stages would again be placed on both King Street and Castle Street, and potentially another site in place of street entertainment to ease congestion and obstruction. Two of the headline sponsorship

packages had been sold and further sponsorship packages were still available. Work was ongoing with regard to traffic management for the road closures, and it was confirmed at the meeting that the agreement with LCC for the works to Castle Street included the requirement for Castle Street to be re-opened in time for the Food Festival. It was hoped a flyover would be arranged again by the Red Arrows.

817 MINUTES OF WORKING GROUPS

818 MINUTES OF THE CLIMATE CHANGE WORKING GROUP MEETINGS 21 NOVEMBER 2023 AND 1 FEBRUARY 2024

The minutes of the Climate Change Working Group meetings held on 21 November 2023 and 1 February 2024 were submitted for Committee's information.

819 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

820 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next item of business being exempt information under Paragraphs 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.

821 BUSINESS SUPPORT FOR NET ZERO TRANSITION & DECARBONISATION

The Director of Economic Development and Planning submitted a report updating Committee on the Business Support for Net Zero Transition and Decarbonisation Project, which was being funded from the Council's UK Shared Prosperity Fund.

The report provided updates on the project actions and events for quarter three and quarter four covering the periods 1 October 2023 to 31 December 2023 and 1 January 2024 to 31 March 2024.

822 RURAL ENGLAND PROSPERITY FUND (REPF)

The Director of Economic Development and Planning submitted an information report to update Members on the Rural England Prosperity Fund (REPF) applications received to date.

Thirteen full applications had been received out of twenty-four expressions of interest. Committee were provided details of the schemes totalling £335,825 which were being submitted for approval by Policy and Finance Committee on 9 April 2024. A further report providing updates would be brought to the next meeting.

The meeting closed at 6.54 pm

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

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Minutes of Policy and Finance

Meeting Date: Tuesday, 9 April 2024, starting at 6.30 pm
Present: Councillor S Hore (Chairman)

Councillors:

S Bibby	
D Birtwhistle	K Horkin
L Edge	L Jameson
S Fletcher	R Newmark
M Graveston	S O'Rourke
J Hill	J Rogerson
S Hirst	A Wilkins-Odudu

In attendance: Chief Executive, Director of Resources & Deputy Chief Executive, Director of Economic Development and Planning, Director of Community Services, Head of Financial Services, Head of Revenues and Benefits, and Principal Policy and Performance Officer.

Also in attendance: Councillor K Barnsley

823 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillor S Atkinson (Chairman).
The Vice Chairman Councillor Simon Hore took the chair due to the absence of the Chairman.

824 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 23 January 2024 and 13 February 2024 were approved as a correct record and signed by the Chairman.

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

Councillor S Bibby declared an interest in Agenda Item 5 as a Trustee of Carer's Link.
Councillor S Hirst declared an interest in Agenda Item 27 as a Trustee of Salesbury Village Hall.
Councillor S Hore declared an interest in Agenda Item 5 in respect of Ribble Valley Crossroads Care.
Councillor S O'Rourke declared interests in Agenda Items 5 in respect of Clitheroe Castle Bonfire & Fireworks through Ribblesdale Rotary, the Little Green Bus Company, and Ribble Valley Crossroads Care.
Councillor J Rogerson declared an interest in Agenda Item 5 as a Trustee and future President of Goosnargh & Longridge Show.
Councillor R Newmark declared interests in Agenda Item 5 in respect of Clitheroe Community Bonfire through Ribblesdale Rotary, as a previous Trustee of Homestart, and associations with Ribble Valley Village Halls association.

PUBLIC PARTICIPATION

The Chairman welcomed Darrin Robinson who spoke on agenda item 27 – Rural England Prosperity Fund.

The Chairman noted his intention to leave the meeting in respect of his interest in the next agenda item. Councillor K Horkin proposed and Councillor S Bibby seconded that Councillor S Hirst proceed as Chairman. A vote was taken and it was agreed that Councillor S Hirst would Chair the meeting for Agenda Item 5.

Councillors S Bibby, S Hore, R Newmark, S O'Rourke, and J Rogerson left the meeting in respect of the next agenda item.

VOLUNTARY ORGANISATION GRANTS 2024/25

The Director of Resources and Deputy Chief Executive submitted a report asking Committee to approve the allocation of voluntary organisation grants for 2024/25.

The report outlined the scheme to Committee and provided a summary of the twenty-two applications that had been received. The working group had met on 14 March 2024 to consider the applications and recommended grant support of £68,100 to thirteen applicants as set out in the report. For three of the applications the working group suggested that the grant offers be subject to conditions as follows:

- £15k to Citizens Advice East Lancashire on condition that a comprehensive face-to-face service is provided in the Ribble Valley
- £12k to Little Green Bus Ltd on condition that there is wider publication of the service across the Borough, and
- £4k to The Foundation for Ribble Valley Families on condition that the organisation promotes awareness of the services offered, particularly for young people in the Ribble Valley

As it had been several years since Policy and Finance Committee had reviewed the grant scheme the working group recommended that a report be brought to a future committee meeting to allow for options to update the scheme to be considered by committee members. This recommendation was supported by Committee.

RESOLVED THAT COMMITTEE:

1. Approve the allocation of grants as proposed by the Voluntary Organisation Grants Working Group as set out in Annex 2 to the Report, totalling £68,100.
2. Request a review of the Voluntary Organisation Grants process with a report to be brought back to a future Committee.

Councillors S Bibby, S Hore, R Newmark, S O'Rourke, and J Rogerson returned to the meeting.

Councillor S Hore resumed as Chairman.

828

MEDIUM TERM FINANCIAL STRATEGY 2024/25 TO 2028/29

The Director of Resources and Deputy Chief Executive submitted a report to seek approval of the Council's Medium Term Financial Strategy and Plan for the period 2024/25 to 2028/29. The plan was annexed to the report and it included the implications of the latest budgets for both revenue and capital.

Members were advised that it was a key financial planning document and aimed to provide an assurance that the Council's spending plans were affordable over the Medium Term. It was important that it was understood by all members and staff.

It was noted that there was great deal of uncertainty around much of the document beyond the financial year 2024/25, however the document would continue to be reviewed annually to once again reflect the information at that point in time.

RESOLVED THAT COMMITTEE:

Approve the Medium-Term Financial Strategy and Plan for 2024/25 to 2028/29.

829

CAPITAL AND TREASURY MANAGEMENT STRATEGY

The Director of Resources and Deputy Chief Executive submitted a report to seek Member approval for the Council's Capital and Treasury Management Strategy for the 2024/25 financial year.

It was noted that elements of the document had previously been approved as part of the budget setting process, but they were attached to the report together under a single strategy.

***RESOLVED THAT COMMITTEE:

Recommend to Council the Capital and Treasury Management Strategy as set out in Annex 1 to the report.

830

TREASURY MANAGEMENT POLICIES AND PRACTICES

The Director of Resources and Deputy Chief Executive submitted a report to review, approve and adopt the Treasury Management Policy Statement and Practices for 2024/25.

Members were informed that the Treasury Management Policies and Practices document was reviewed on an annual basis to comply with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code. Since March 2023, there had not been any further changes to the CIPFA Treasury Management Code and so the majority of the document remained unchanged with any amendments shown in tracked changes.

***RESOLVED THAT COMMITTEE:

1. Review, approve and formally adopt the Treasury Management Policies and Practices document as attached in Appendix 1 to the report, incorporating the:
 - Treasury Management Key Principles
 - Treasury Management Policy Statement
 - Treasury Management Clauses
 - Treasury Management Practices and Schedules
2. Recommend to Council the Treasury Management Policies and Practices 2024/25.

831

REVIEW OF FINANCIAL REGULATIONS AND CONTRACT PROCEDURE RULES

The Director of Resources and Deputy Chief Executive submitted a report to recommend to Council the acceptance of the reviewed Financial Regulations and Contract Procedure Rules.

A full review of the existing Financial Regulations had been carried out and the minor changes were summarised as follows:

- Clarification that where a virement is over £10,000 and requires service Committee approval, and the virement is to be between Service Committees, then the approving Committee must be the committee offering up the available budget.
- Update of the post title of the 'Director of Resources' to 'Director of Resources and Deputy Chief Executive'.

A review of the Contract Procedure Rules had also resulted in the following changes:

- The main change was to update the post title of the 'Director of Resources' to 'Director of Resources and Deputy Chief Executive'.
- Additionally, there had been an update to the Public Contracts Regulations thresholds.

The revised Financial Regulations and Contract Procedure Rules were appended to the report and would require onward approval by Full Council.

***RESOLVED THAT COMMITTEE:

Recommend to Full Council acceptance of the reviewed Financial Regulations and revised Contract Procedure Rules.

832

LOCAL TAXATION WRITE OFFS

The Director of Resources and Deputy Chief Executive submitted a report to obtain Committee's approval to write off Business Rates debt relating to one business that had been dissolved.

RESOLVED THAT COMMITTEE:

Approve writing off a total of £36,118.31 in business rates with £180.00 costs where it had not been possible to collect the amount due.

833

UK SHARED PROSPERITY FUND (UKSPF)

The Director of Economic Development and Planning submitted a report updating Members in respect of the Council's UK Shared Prosperity Fund and seeking approval for use of some of the Council's UKSPF allocation.

The report listed the schemes for which the UKSPF had been spent or earmarked to, and the amounts allocated within each financial year were as follows:

- Year 1 (2022/23) allocation £238,805
- Year 2 (2023/24) allocation £477,610
- Year 3 (2024/25) allocation £1,251,339

Based on the Council's spend in years 1 and 2 it was expected that 100% of the Council's 2024/25 funding would be paid upfront, after the closure of the upcoming reporting window on 1 May 2024. Based on actual spend and commitments to date, minus administration costs, £600,289 of the Council's UKSPF allocation was yet to be allocated to projects.

Committee was updated on the outcome of discussions by the UKSPF Working Group to date. Information and updates were provided on the schemes that had been recommended for approval and Committee were asked to consider which schemes should be approved for support from the 2024/25 allocation.

Clitheroe Market - Committee discussed the proposed schemes and intention to keep disruption to the market at a minimum was highlighted. The Director of Economic Development and Planning would continue to meet with Market Traders quarterly to provide updates and opportunity for discussion.

Longridge Pump Track - Members were updated that the Director was meeting with the Longridge Pump Track contractors the following week to discuss the outcome of the consultation exercise and any suggested highlighted minor amendments, following which the final design would then be subject to planning approval.

RESOLVED THAT COMMITTEE:

1. Agree to increasing the UKSPF allocation to the market to £150,000 to undertake the improvement works to Clitheroe market as set out in the report.
2. Direct the Director of Economic Development and Planning to procure the improvement works to the market to be undertaken following the food festival.
3. Approve an exemption to the Council's Contract Procedure Rules in respect to the number of quotes obtained for the Pump Track.
3. Authorise the Director of Economic Development and Planning to request quotes from major commercial letting agents to undertake a soft marketing exercise for the vacant and underused parts of the Castle, up to £2,500.

HOUSEHOLD SUPPORT FUND

The Director of Economic Development and Planning submitted a report updating Committee on the Household Support Fund Round 5 (HSF5) and seeking approval for potential spend.

On 6 March 2024, in the Spring Budget, the Chancellor had announced that the Household Support Fund (HSF) would be extended for a further six months from 1 April 2024 to 30 September 2024. Lancashire County Council (LCC) had been awarded £9,678,235.22 which matched their previous six-month period allocations.

LCC had confirmed that there were some slight additions to the terms and conditions of the grant, and they aimed to provide details for District allocations after the Easter holiday.

Under the Household Support Fund Round 4 (HSF4), a supermarket voucher application scheme ran initially from 3 July to 1 September 2023, the criteria for which was noted in the report. A second round of applications ran from 2 October to 1 December 2023. The report informed Members that 214 eligible applicants from HSF4 had not received vouchers due to insufficient funding, and Committee approval was therefore sought to prioritise these applicants in the HSF5 round of funding, subject to sufficient funding from LCC.

The report also detailed key changes from the previous versions of the fund, as confirmed by the Department for Work and Pensions (DWP).

A further report would be brought to Committee setting out the proposed HSF5 scheme which would detail the amount of funding and any specified criteria from LCC.

RESOLVED THAT COMMITTEE:

Approve that the eligible applicants as part of HSF4, who did not receive a supermarket voucher due to insufficient funding, should be prioritised in the event that RVBC receive sufficient funding from LCC, and that each of the households be invited to apply for funding again to ensure that they are still eligible (in accordance with the scheme delivered as part of HSF4).

RETURNING OFFICERS' SCALE OF FEES 2024/25 – BOROUGH AND PARISH ELECTIONS

The Chief Executive submitted a report for Committee to agree the adoption of the Returning Officer's Scale of Fees in connection with any Borough and Parish Council By Elections that might arise in 2024/25.

The Returning Officer was held personally responsible for the organisation and conduct of every election held within the Borough, and in the case of a General Election the Ribble Valley Parliamentary Constituency which extended into the neighbouring Boroughs of South Ribble and Preston.

For Local Elections the Council were required to set the fees which the Returning Officer should not exceed. A scale of fees for Lancashire was developed by a working group of Elections Officers in 2007, which had been updated annually in line with inflation, general staff pay awards and guidance from DLUHC. The updated scale of fees was included with the report for Committee to consider.

It was highlighted at the meeting that cost of running Parish Council Elections had increased significantly over the years, particularly when a Parish By Election was held in isolation. The Council could recharge the cost of administering these elections to Parishes. Committee requested that a report be brought to the next meeting in order to fully consider the options.

RESOLVED THAT COMMITTEE:

1. Agree the Returning Officers' Scale of Fees for 2024/25 Borough and Parish Elections as set out in the report.
2. Request that a report be brought to a future meeting detailing the costs to the Council for running Parish Council Elections and the options available for Committee to consider.

836

REVIEW OF STANDING ORDERS

The Chief Executive submitted a report for Committee to review the Council's Standing Orders (Part 4 of the Council's Constitution) to ensure clarity.

A review was undertaken annually to ensure that the document was up to date as it contained the rules which governed the conduct and proceedings of the Council's meetings.

Minor amendments were proposed to Standing Orders 5 and 22, with the full revised standing orders appended to the report with tracked changes.

*** RESOLVED THAT COMMITTEE:

1. Approve the changes to the Council's Standing Orders outlined in the report.
4. Refer the proposed changes to the Council with a recommendation for their approval.

837

DRAFT COMMITTEE CYCLE 2024-25

The Chief Executive submitted a report outlining the proposed meeting cycle for the forthcoming municipal year 2024/25.

There were no Borough elections being held in May 2025, therefore, it was proposed that the 2024/25 Annual Meeting be held on 13 May 2025.

RESOLVED THAT COMMITTEE:

Approve the draft meeting cycle as detailed in the report for ratification at the Annual Meeting on 14 May 2024.

838

APPROVAL AND ADOPTION OF THE CORPORATE PLAN 2023-2027

The Chief Executive submitted a report for Committee to approve and formally adopt the Council's Corporate Plan 2023-2027 and the associated Corporate Plan Technical Appendix 2023-2027.

The Corporate Plan set out the strategic direction of the Council covering the period 2023-2027, and provided a focus to ensure that the service the Council delivered met the needs of our communities. The Plan would be reviewed annually to ensure that it continued to reflect the changes to the Council's priorities that occurred over time.

The working group had met twice to develop the plan based on local and national priorities, a number of other high level Council plans and strategies, the 2023 Peoples Survey - Life in the Ribble Valley, and feedback from CMT and Heads of Service (HoS). The Strategy contained:

- Four corporate goals to address issues that mattered most to the Borough.
- Each goal had a number of objectives – things that we wished to achieve for the Borough.
- The objectives were supported by a number of key actions – the things we would do to achieve our objectives.
- Key measures of success were outlined in Appendix B – Draft Corporate Plan Technical Appendix 2023-27. The Key Performance Indicators (KPIs) would be used to monitor and analyse progress and achievements during the life of the Plan.

The Corporate Plan would be published on the Council website and shared internally with all staff. Where available, KPI data would be reported in a Quarterly Performance Report and scrutinised by Officers, CMT, and relevant Committees.

Members thanked the Council's Policy and Performance Officer for the document and supported the implementation subject to minor amendments in wording.

RESOLVED THAT COMMITTEE:

Approve the Corporate Plan and the associated Corporate Plan Technical Appendix 2023-2027 for formal adoption subject to minor amendments as noted at the meeting.

839 REFERENCES FROM COMMITTEES

840 REFERENCE FROM COMMUNITY SERVICES COMMITTEE - VEHICLE WASH, SALTHILL DEPOT

The Director of Resources and Deputy Chief Executive submitted a report to consider a request from Community Services Committee for an additional capital programme scheme for the purchase and installation of a replacement vehicle wash at Salthill Depot for a total of £21,730.

Community Services Committee had approved the recommendation at their meeting of 12 March 2024 as the existing vehicle wash at Salthill Depot was no longer operational, and expensive and uneconomical to repair.

RESOLVED THAT COMMITTEE:

Approve a scheme of £21,730 in the 2024/25 capital programme for the purchase and installation of a replacement vehicle wash at Salthill Depot, to be funded from the VAT Shelter Earmarked Reserve.

- 841 REFERENCE FROM HEALTH AND HOUSING COMMITTEE - FIRST TIME BUYERS GRANT CAPITAL SCHEME
- The Director of Resources and Deputy Chief Executive submitted a report to consider a request from Health and Housing Committee for the continuation of the First Time Buyers Energy Efficiency grant scheme in to 2024/25 through the approval of a capital programme scheme. It was proposed that the £100,000 capital programme scheme be created by taking (virement of) £100,000 from the existing Landlord/Tenant grant scheme.
- Health and Housing Committee had approved the recommendation at their meeting of 21 March 2024 in order to continue the First Time Buyers Energy Efficiency grant scheme which had been a success since starting in the 2022/23 financial year.
- RESOLVED THAT COMMITTEE:
- Approve a scheme of £100,000 in the 2024/25 capital programme for the continuation of the First Time Buyers Energy Efficiency grant scheme, created by virement of £100,000 from the Landlord/Tenant grant scheme.
- 842 REVENUE MONITORING 2023/24
- The Director of Resources and Deputy Chief Executive submitted an information report advising as to the position for the period April to February 2024 of this year's revised revenue budget as far as this Committee was concerned.
- The comparison between actual and budgeted expenditure at the revised estimate showed a total underspend of £85,361 to February 2024 of the financial year 2024/25. After allowing for transfers to/from earmarked reserves there was an underspend of £50,148.
- 843 CAPITAL PROGRAMME 2024/25
- The Director of Resources and Deputy Chief Executive submitted a report to inform Members of the schemes approved for inclusion in this Committee's 2024/25 capital programme.
- This Committee had a capital programme for 2024/25 of fourteen schemes, totalling £1,101,510. Any slippage on the schemes in the 2023/24 capital programme would be reported to this Committee.
- Members requested that a report be brought back to a future Committee detailing the asset register.
- 844 REVENUES AND BENEFITS GENERAL REPORT
- The Director of Resources and Deputy Chief Executive submitted a report to inform Committee of debts outstanding for business rates, council tax and sundry debtors. The report also updated Committee on benefits performance, including benefits processing times and overpayment recovery.
- It was noted the continuing progress that the Council made in collecting these debts, and the performance of the Housing Benefit Section remained satisfactory.

845 PREVENT DUTY

The Director of Economic Development and Planning submitted an information report updating Committee in relation to the Prevent Duty.

The Council, as a local authority, had a legal duty to deliver Prevent in the Ribble Valley to help prevent the risk of people becoming terrorists or supporting terrorism. The report provided Committee with the revised Ribble Valley district plan 2024/25.

846 COMMUNITY SAFETY PARTNERSHIP UPDATE

The Director of Economic Development and Planning submitted a report for information providing Committee with updates relating to the Community Safety Partnership (CSP).

The report provided an overview of the Ribble Valley CSP, along with the action plan for the period 2022-2025, statistics in relation to anti-social behaviour, and a summary of the projects funded by the RV CSP in 2023/24.

847 MINUTES OF WORKING GROUPS

848 MINUTES OF THE CORPORATE STRATEGY WORKING GROUP 16 NOVEMBER 2023

The minutes of the Corporate Strategy Working Group held on 16 November 2023 were submitted for Committee's information.

849 MINUTES OF THE UKSPF WORKING GROUP 11 DECEMBER 2023

The minutes of the UKSPF Working Group held on 11 December 2023 were submitted for Committee's information.

MINUTES OF THE BUDGET WORKING GROUP 20 DECEMBER 2023, 24 JANUARY 2024, AND 1 FEBRUARY 2024

The minutes of the Budget Working Group held on 20 December 2023, 24 January 2024, and 1 February 2024 were submitted for Committee's information.

850 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

851 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.

852

HOUSING BENEFIT, COUNCIL TAX BENEFIT AND LOCAL COUNCIL TAX SUPPORT WRITE OFFS

The Director of Resources and Deputy Chief Executive submitted a report to obtain Committee's approval to write off Council Tax Benefit (CTB) and Housing Benefit (HB) overpayments and to consider whether to write off the additional Council Tax due as a result of a change to Local Council Tax Support (LCTS) relating to an individual.

The Council administered HB and CTB on behalf of the DWP, which was then reimbursed to the Council as a subsidy for any HB and CTB paid, therefore any DWP error overpayments were at no cost to Council Tax payers. LCTS was a local discount scheme which was not governed by the same rules applied to HB and CTB and as such the cost of the scheme fell on Council Tax payers. The report informed Committee of the circumstances relating to overpayments to an individual, which had resulted from an underpayment of state pension over a sixteen-year period, for which the individual was not responsible.

RESOLVED THAT COMMITTEE:

1. Approve writing off of £45,496.32 in Housing Benefit overpayments and £4,301.89 in Council Tax Benefits that occurred as a result of DWP error.
2. Approve writing off £9,103.15 additional Council Tax due that had occurred as a result of DWP error.

Councillor S Hirst left the meeting in respect of the next agenda item.

853

RURAL ENGLAND PROSPERITY FUND (REPF)

The Director of Economic Development and Planning submitted a report for Committee to consider full applications into the Rural England Prosperity Fund (REPF) grant scheme.

The scheme had opened for expressions of interest forms on 12 September 2023 and would remain open with applications being assessed on an ongoing basis during the funding period. To date twenty-four eligible applicants had been invited to complete a full application, and of these thirteen full applications had been received. Committee were provided details for the eleven new projects for consideration totaling £335,825 and the following was discussed at the meeting:

- Members spoke in support of the B4RN project and approved to support the applications, subject to Officers meeting with B4RN to clarify information, particularly what will happen to remaining accumulated income from residents' monthly payments.
- The decision by Committee on 7 November 2023 to limit applications to one per parish on a first come first served basis was highlighted. Concerns were raised at the meeting that Hurst Green Football Club may fall within the Parish of Aighton Bailey and Chaigley therefore Committee requested that Officers establish this, and which should receive priority.

RESOLVED THAT COMMITTEE:

1. Approve in principal the following schemes from the Council's REPF allocation:

	Applicant	Scheme	Grant Funding
1.	Ribchester Parish Council	Knowle Green Gigabit (1000mbps) Broadband Project	£50,000
2.	Sabden Parish Council	Recreation ground improvements	£9,929
3.	Salesbury Memorial Hall Charity	Safer Access for Everyone (SAFE)	£47,362
4.	Hurst Green Football Club	Solar panels and battery storage	£35,000
5.	Brabins Endowed School	Footpath	£24,908
6.	Wiswell Parish Council	Coronation Gardens	£13,536
7.	Rimmington Recreation Association	Remove existing surface and relay with new tournament MF surface.	£22,740.
8.	B4RN for Bolton-by-Bowland and Paythorne	Gigabit Broadband Project	£50,000
9.	Ramsgreave Parish Council	Composting toilet	£8,482
10.	Aighton, Bailey and Chaigley Parish Council.	Aighton Bailey and Chaigley War Memorial Hall-resurface car park	£43,680
11.	Grindleton Recreation Ground Charity (GRGC)	Solar panels and battery storage	£30,188
TOTAL			£335,825

Subject to the following:

1.1 Officers meet with the B4RN project team to clarify the financial mechanisms of the projects as discussed. Delegate authority to the Director of Economic Development and Planning, and Chief Executive to move forward with the B4RN applications subject to satisfactory qualification following the meeting with B4RN

1.2 Officers confirm the applicable Parish for the Hurst Green Football Club application and the Aighton Bailey and Chaigley War Memorial Hall; and

1.3 Delegate authority to the Director of Economic Development and Planning, to move forward with the remaining qualifying applications.

Councillor S Hirst returned to the meeting.

The meeting closed at 8.43 pm

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

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Minutes of Parish Councils Liaison

Meeting Date: Thursday, 11 April 2024, starting at 6.30 pm
Present: Councillor M Highton (Chair)

Councillors:

K Barnsley	S O'Rourke
D Birtwhistle	M Robinson
D Brocklehurst	G Scott
S Cowman	N Stubbs
G McCrum	R Walsh
C McFall	

Parish Representatives

K Heyworth	Barrow
E Kinder	Barrow
R Veitch	Bolton by Bowland, Gisburn Forest and Sawley
J Hargreaves	Dutton
P Atkinson	Grindleton
L Halley	Grindleton
A Upton	Hothersall
M Gee	Hothersall
S Rostron	Paythorne and Newsholme
S Greenhough	Read
D Briscoe	Rimington and Middop
T Perry	Rimington and Middop
M Dawson	Sabden
M Wood	Salesbury
D Peat	Simonstone
J Hampson	Simonstone
J Threlfall	Whalley
S Houghton	Wiswell

In attendance: Director of Community Services, Sarah Wells and Head of Strategic Planning and Housing and the Partnership Officer

Also in attendance: Borough Councillors T Austin and S Farmer

854 APOLOGIES FOR ABSENCE

Apologies for absence were received from Borough Councillor K Horkin.

Apologies were also received from G Mason of Ribchester Parish Council.

855 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1 February 2024 were approved as a correct record and signed by the Chairman.

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

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

857 PUBLIC PARTICIPATION

There was no public participation.

858 LEVY FUNDING - DOMESTIC CHARGING POINTS

The Director of Community Services advised that Lancashire County Council has just over £10 million in funding to support the installation of electric vehicle charging points across Lancashire. The money is aimed at helping people who do not have access to off-street parking and includes either installing charging points on lamp posts or via pavement cable channels hidden under the pavement. This has the potential to allow people to charge their electric vehicles at home.

Lancashire County Council are currently looking to identify suitable locations where the charging points can be installed and the Director of Community Services wanted to know if Parish Councils could assist in identifying some potential locations. A letter was sent to Parish Councils regarding this approximately six weeks ago, however it was noted that the letter would be circulated again.

859 50TH ANNIVERSARY TREE PLANTING

The Director of Economic Development and Planning submitted a report outlining the Council's proposal to plant 50 Redwood trees across the Borough to commemorate 50 years since Ribble Valley Borough Council came into being under the re-organisation of local government in 1974.

The Director of Community Services outlined the benefits of the trees in terms of their carbon storing capabilities. Ten trees have already been planted and it is hoped that a Redwood can be planted in each of the parishes.

For any Parish Councils interested in having a Redwood tree in their Parish they should contact David Hewitt, Countryside Officer, directly to discuss a suitable site.

860 REFERENCE FROM OTHER COMMITTEES

(i) From Policy & Finance Committee - CSP Projects

The Director of Economic Development and Planning submitted a report for information, which provided updates relating to the Community Safety Partnership.

The report provided an overview of the Ribble Valley CSP, along with the action plan for the period 2022-2025, statistics in relation to anti-social behaviour, and a summary of the projects funded by the RV CSP in 2023/24.

The Partnership Officer answered further questions put by Committee, particularly in relation to tackling anti-social behaviour in certain areas and how RVBC is promoting a new bus service that is being introduced (this service will see buses running from Clitheroe to Settle and Horton in Ribblesdale, taking in Bashall Eaves, Whitewell, Dunsop Bridge, Newton, Slaidburn and Tosside)

(ii) From Policy & Finance Committee - Prevent Duty

The Director of Economic Development and Planning submitted an information report providing updates in relation to the Prevent Duty.

The Council as a local authority, had a legal duty to deliver Prevent in the Ribble Valley to help prevent the risk of people becoming terrorists or supporting

terrorism. The report provided Committee with the revised Ribble Valley district plan for 2024/25.

The Partnership Officer then answered further questions put by Committee particularly regarding links to the education service and the NHS.

861

MATTERS BROUGHT FORWARD BY PARISH COUNCILS

(i) Ribble Valley Leisure Service survey/consultation (Strategic Leisure)

The Director of Community Services provided an update to Committee regarding the feasibility study that was carried out in relation to Clitheroe swimming pool.

The pool is over 40 years old and is suffering significant and more regular mechanical and electrical failures. The Council are now considering options for its future. RVBC have employed Consultants, who were chosen through a competitive tender exercise. The Director of Community Services advised that there were only a limited number of firms who could undertake the work required and confirmed there were none who were based locally.

The first part of the process was to undertake a survey and the Director of Community Services provided an overview of the results. It was noted that there were over 2100 responses, which was very encouraging. A lot of people were satisfied with the pool and the vast majority felt that it was in a good location. Some suggestions had also been put forwards regarding having additional facilities at the site e.g. a café or soft play area.

The Director of Community Services informed members that the survey was broadened to include more general leisure and physical activity questions to maximise the value of the survey.

It was noted that at present no firm decisions had been made and the Council were still exploring all available options. It is likely that a report will be submitted to the Community Services Committee in July with recommendations for various options.

The Director of Community Services then answered questions from Committee and took on board feedback given by Parish Councils as to their experiences in engaging with the survey. He further advised that the cost of the survey accounted for only a small proportion of the Consultants' costs and provided details of the work undertaken.

On a separate note, the Director of Community Services reminded Parish Councils that the date for submitting applications for the Ribble Valley in Bloom grants closes at the end of April 2024.

862

DATE AND TIME OF NEXT MEETING

Committee were informed that the provisional date for the next meeting was 20 June 2024 at 6.30pm.

The meeting closed at 7.38 pm

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Minutes of Accounts and Audit

Meeting Date: Wednesday, 17 April 2024, starting at 6.30 pm
Present: Councillor R Walsh (Chair)

Councillors:

S Hirst	L Street
T Austin	C McFall
J Hill	K Barnsley
R Newmark	M Graveston
G McCrum	

In attendance: Chief Executive, Head of Financial Services, Internal Audit Manager, Georgia Jones and Dipesh Patel (Grant Thornton)

863 APOLOGIES FOR ABSENCE

There were no apologies for absence.

864 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 14 February 2024 were approved as a correct record and signed by the Chairman.

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

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

866 PUBLIC PARTICIPATION

There was no public participation.

867 REVIEW OF ACCOUNTING POLICIES 2023/24

The Director of Resources and Deputy Chief Executive submitted a report seeking endorsement of the Accounting Policies to be used in producing the Financial Statements for the Council for the 2023/24 financial year.

It was noted that no major changes to the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom (The Code) had been identified, therefore, no material changes to the policies had been made. Members were informed that the policies in the report may be subject to further changes should any be needed whilst the financial statements were being prepared. Such changes would be reported to Committee with an explanation of the impact when the financial statements are presented.

RESOLVED THAT COMMITTEE:

Endorse the use of the policies shown at Annex 1 to the report, subject to the need for any further changes identified as needed whilst the Statement of Accounts are produced.

868

STRATEGIC INTERNAL AUDIT PLAN 2024/25

The Director of Resources and Deputy Chief Executive submitted a report presenting the 3-year Strategic Internal Audit Plan for 2024/25 to 2026/27 for consideration and approval by Committee.

The Internal Audit Plan defined the scope and rationale behind each of the individual assignments and the resources required to deliver it. The plan provided assurance regarding the effectiveness of controls and the management of risk. It was focused on the Council's strategic risk register which considered the new objectives in achieving the Corporate Plan (2023/27). The anticipated audit resources were considered sufficient to deliver an effective 3-Year Strategic Internal Audit Plan.

It was confirmed at the meeting that numerous controls and checks were in place both from an internal and external audit perspective in respect of accounts payable. Some minor adjustments were required to the document which were discussed at the meeting.

RESOLVED THAT COMMITTEE:

Approve the Strategic Internal Audit Plan 2024/25 to 2026/27 as attached in Appendix A to the report, subject to minor amendments as discussed.

869

AUDIT FEE VARIATION IN RESPECT OF 2022/23

The Director of Resources and Deputy Chief Executive submitted a report to inform Committee of an audit fee variation notification that had been received from the Public Sector Audit Appointments (PSAA) in respect of the 2022/23 financial year. The PSAA were an appointing person for principal local government and police bodies for audits.

There had been an overall increase to the audit fees in respect of the 2022/23 financial year. The previously notified fees were £55,384 and the revised total fees were now £78,384. The additional £23,000 fees had already been included in the Revised Estimate for the 2023/24 financial year and were already budgeted for.

It was noted at the meeting that the fees for 2022/23 fell within the agreement previously negotiated by the PSAA in 2017. Since the 2017 contract was agreed, the amount of work had radically increased as a result of new auditing standards, which would be reflected in the fees going forward.

870

INTERNAL AUDIT PROGRESS REPORT 2023/24

The Director of Resources and Deputy Chief Executive submitted a report providing an update to the Committee in respect of progress made in delivery against 2023/24 Internal Audit Plan. It brought attention to matters relevant to members of the Committee and it provided a summary of internal audit activity which was a requirement of PSIAS.

There were currently fourteen audits where work of varying degrees was being undertaken. There had been one referral for investigation, which remained an open investigation. Progress and coverage on the audit plan was considered to be good and would enable a sound draft audit opinion to be formed in May 2024.

871 EXTERNAL AUDIT PROGRESS REPORT

Grant Thornton presented their audit progress report. The External Audit Manager provided a verbal overview of the report highlighting materiality, significant risks, audit responsibilities, IT audit strategy, and Value for Money (VFM) work. Initial planning work was ongoing for the 2023/24 audit and Committee were informed of the audit timetable for the forthcoming year.

872 STRATEGIC RISK REGISTER

The Director of Resources submitted an information report to provide the Committee with details of the strategic risk management activity that had taken place between November 2023 and March 2024.

The Strategic Risk Register contained sixteen open risks as at March 2024, which affected the delivery of the Corporate Strategy. Members noted the risk management activity that had taken place.

873 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

874 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.20 pm

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Minutes of Planning and Development

Meeting Date: Thursday, 18 April 2024, starting at 6.30 pm
Present: Councillor S Brunskill (Chair)

Councillors:

T Austin	J Rogerson
I Brown	K Spencer
S Hore	L Jameson
K Horkin	M Peplow
S O'Rourke	G Hibbert

In attendance: Director of Economic Development and Planning, Head of Legal and Democratic Services and Head of Development Management and Building Control.

875 APOLOGIES FOR ABSENCE

Apologies for absence for the meeting were received from Councillors S Bibby, L Edge, M French and N Stubbs.

876 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 14 March 2024 were approved as a correct record and signed by the Chairman.

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

Councillor M Peplow declared that, whilst he did not have an interest in agenda item 5(i) Application 3/2024/0076 – Land off Hammond Drive, Read BB12 7RE, he wished to recuse himself from the meeting whilst the item was considered.

878 PUBLIC PARTICIPATION

There was no public participation.

879 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990

(i) 3/2024/0076 - Land off Hammond Drive Read BB12 7RE

Councillor Peplow left the meeting and took no part in the discussion or vote.

Mr P Hitchen (Peter Hitchen Architects) spoke in support of the application.

RESOLVED THAT COMMITTEE:

REFUSE 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 S66 of the Planning (Listed Building and Conservation Area) Act 1990 (as amended by s.58B of Levelling-up and Regeneration Act 2023), Chapter 16 of the National Planning Policy Framework and Key Statement EN5 and Policies DMG1, DMG2, 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 house and its changes in land levels 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 dwellinghouse and associated residential curtilage in close proximity to neighbouring property to the west, 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.

Councillor M Peplow returned to the meeting.

(ii)

3/2024/0170 - Brentwood Pendleton Road Wiswell BB7 9BZ

Councillor D Birtwhistle was granted permission to speak and spoke in support of the application.

RESOLVED THAT COMMITTEE:

REFUSE planning permission for the following reason:-

1. The proposal would lead to the creation of a new residential dwelling in the defined open countryside 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. A new dwelling on this site would introduce further urbanisation and detract from the rural character. Furthermore, the siting of the application site outside of the defined settlement area of Wiswell means that future occupants would likely be reliant on a private motor vehicle. Therefore, the proposal fails to comply with Key Statement DS1, DS2 and DMI2 and Policies DMG2, DMH3 and DMG3 of the Ribble Valley Core Strategy 2008 – 2028 as well as the National Planning Policy Framework.

880

SABDEN CHILDRENS PLAY AREA

The Director of Economic Development and Planning submitted a report seeking authority from Members to release Section 106 contributions for improvements to the equipped play area in Sabden.

RESOLVED THAT COMMITTEE:

Authorise the payment of up to £6,716.52 to Sabden Parish Council following the completion of play area improvements on Sabden Park.

881 SCHEME OF DELEGATION AND CODE OF CONDUCT

To Director of Economic Development and Planning submitted a report seeking Committee's approval of the proposed Scheme of Delegation for Planning and Development and the Code of Conduct for Planning.

Members discussed the documents in detail and made a number of comments and suggested amendments. Members considered that the item should be deferred to enable the Officers to consider the suggestions made.

882 APPEALS (IF ANY)

Members note the contents of the Appeals report.

883 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

884 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

885 EXCLUSION OF PRESS AND PUBLIC

There were no items under this heading.

The meeting closed at 7.45 pm

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