



MINUTES OF A MEETING OF COLNE TOWN COUNCIL on Tuesday 17th August 2021 at 7pm at Colne Town Hall

In attendance: Cllr. D Clamp, Cllr. D Clegg, Cllr. G Clegg, Cllr. E Hurley, Cllr. D Lord, Cllr. A Mann, Cllr. J Nixon, Cllr. K McNulty, Cllr. D Cockburn- Price, Cllr. S Cockburn-Price, Cllr. M Thomas, Cllr. H Thomas and Cllr. B Wildman

Also in attendance: Ms. N Crewe (Town Clerk) and Miss. G Langley (Responsible Financial Officer/RFO)

1. Welcome

Cllr. M Thomas welcomed all to the August Full Council meeting of Colne Town Council at Colne Town Hall which is being live streamed on the town council's YouTube channel.

2. Apologies

Apologies were received from Cllr. N Butterworth, Cllr. M Chung, Cllr. E Cornish and Cllr. P Howarth.

The Council accepted the apologies received.

3. Minutes

To approve as a correct record the Minutes of the meeting held on Tuesday 20th July 2021.

***Proposed by Cllr. D Clamp
Approved by Council.***

Seconded by Cllr. K McNulty

4. Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

Cllr. J Nixon declared an interest in item 16, application 5.

5. Public Forum

To consider questions, statements or petitions from members of the public who are welcome to the meeting and have a total, collectively of 15 minutes to make their representations to the Council. (For information only)

Ms. S Hunt attended virtually and spoke on item 16, application 2.

6. Finances

a) To receive a schedule of payments from 14th July 2021 to 10th August 2021 for approval by the Chairman.

Following a short discussion, the Schedule of Payments to the value of £114,061.75 was presented to Members and duly signed by the Chairman.

***Proposed by Cllr. H Thomas
Approved by Council.***

Seconded by Cllr. D Cockburn-Price

b) To receive a summary of budget, spend and commitments as at 10th August 2021.

Following a short discussion, the Budget Summary was approved by Members.

***Proposed by Cllr. D Clegg
Approved by Council.***

Seconded by Cllr. D Cockburn-Price

7. Memorial Benches in the Conservation Area

To review the response to the originally proposed recycled plastic benches for memorial benches from the Pendle Borough Council, Conservation Officer.

Members discussed the response from the Pendle Borough Council Conservation Officer and agreed that the originally selected benches for the Memorial Bench Policy are suitable for the Conservation Area but will use the black ones within that area and the brown ones everywhere else when benches need replacing.

***Proposed by Cllr. M Thomas
Approved by Council.***

Seconded by Cllr. H Thomas

8. Council Committees, Advisory Committees and Working Groups

To consider the proposed Working Group for the Great British Rhythm & Blues Festival and elect Chairman, Vice Chairman and Members of the Working Group.

The following Councillors put themselves forward to stand on the Great British Rhythm & Blues Festival Working Group (eight Members):

Cllr. D Lord

Cllr. A Mann

Cllr. K McNulty

Cllr. S Cockburn-Price

Cllr. M Thomas

Cllr. H Thomas

Cllr. B Wildman

Cllr. M Thomas was nominated for the position of Chairman of the Great British Rhythm & Blues Festival Working Group.

***Proposed by Cllr. H Thomas
Approved by Council.***

Seconded by Cllr. D Lord

Cllr. M Thomas confirmed acceptance and was duly elected as Chairman of the Great British Rhythm & Blues Festival Working Group for the municipal year 2021/2022.

Cllr. A Mann was also nominated for the position of Vice-Chairman of the Great British Rhythm & Blues Festival Working Group.

Proposed by Cllr. H Thomas
Approved by Council.

Seconded by Cllr. D Lord

Cllr. A Mann was duly elected as Vice-Chairman of the Great British Rhythm & Blues Festival Working Group for the municipal year 2021/2022.

9. The Great British Rhythm & Blues Festival Working Group Terms of Reference

To review the Council's Terms of Reference for the Great British Rhythm & Blues Working Group.

After a short discussion members agreed the proposed Terms of Reference for the Great British Rhythm & Blues Festival Working Group with minor amendments.

Proposed by Cllr. H Thomas
Approved by Council.

Seconded by Cllr. D Clamp

10. Peat Free Compost

To consider the recommendation from the Finance, Employment & Services Committee that the Council work towards only using peat free compost within its services.

Members reviewed and discussed the recommendations from the report provided and agreed the recommendations: -

- 1. Given that the Government aims to ban the purchase of peat from 2024, it is recommended that the Town Council makes a policy decision to only buy peat-free products going forward.*
- 2. That when the Council needs to top up the compost levels in the towers, planters and troughs, it does so with a 100% peat-free product, resulting in a gradual shift to a completely peat-free operation.*

Proposed by Cllr. S Cockburn-Price
Approved by Council.

Seconded by Cllr. K McNulty

11. Social Media

To consider the request for Colne Town Council to set up an Instagram account for promoting the Council's activities.

Members agreed that the Council should have an Instagram account.

Proposed by Cllr. S Cockburn Price
Approved by Council.

Seconded by Cllr. E Hurley

12. Asset Transfer

To consider what assets the Town Council would like to focus on should Pendle Borough Council approach the Town Council about further transfers.

After an in-depth discussion members requested that Officers investigate with the Borough Council the assets which they are considering transferring to the Town Council. Further discussion on this was deferred until September's Full Council meeting after the Town Clerk and Councillors had attended a planned meeting with Pendle Borough Council. The Town Council also will not accept any more transfers of services until the current ones (Allotments and land at Waterside Playground) are completed.

Proposed by Cllr. H Thomas
Approved by Council.

Seconded by Cllr. D Lord

13. Lancashire Fire and Rescue Service draft Community Risk Management Plan consultation

To consider the Council's response to the Lancashire Fire and Rescue Service draft Community Risk Management Plan Consultation.

Members agreed to go through the survey and reply individually to this consultation.

14. Colne Town Council Policy Review

To complete the annual review of a number of Colne Town Council Policies with a view to making recommendations to adopt at Full Council.

- a) CTC Disciplinary Procedure
- b) CTC Grievance Procedure
- c) CTC Employee Terms and Conditions
- d) CTC Managing Absence
- e) CTC Out of Hours Policy
- f) CTC Recruitment and Selection Policy
- g) Tree Policy
- h) Equal Opportunities Policy

Proposed by Cllr. H Thomas
Approved by Council.

Seconded by Cllr. D Clamp

It was also proposed that all future annual policy reviews be delegated to Council Officers to undertake. Should any changes be required to a policy, for instance to reflect changes in legislation or Council procedure, then the relevant policies will be taken to the next Full Council meeting for approval.

Proposed by Cllr. D Clegg
Approved by Council.

Seconded by Cllr. B Wildman

15. Colne Neighbourhood Plan

To receive an update on the progression for the Colne Neighbourhood Plan.

Members were updated on the progress of the Neighbourhood Plan from the Chairman of the Advisory Committee and reviewed the draft minutes from the last meeting of the Neighbourhood Plan Advisory Committee.

16. Planning

To provide the opportunity to comment on Planning Applications lodged in Colne and environs since the last Full Council meeting.

	Application Number	Applicant	Location	Proposal
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1	21/0618/FUL	Wicked Bikez	Queen Street Garage, Queen Street Colne	<p>Full: insert shopfront and insert four first floor windows to south elevations</p> <p>CTC comment: Colne Town Council is in support of this application.</p>
2	21/0583/FUL	Monte Blackburn Limited	Land Adjacent Whitewalls Drive, Colne	<p>Full: Major: Re-development of the site comprising the erection of roadside services including a Petrol Filling Station with ancillary convenience floor space and drive-thru coffee unit (Sui Generis) and Erection of two industrial units (Use Class B2/B8), with associated infrastructure, access, car parking and landscaping (Re-Submission). VALZ</p> <p>CTC comment: The Town Council strongly objects to this application for the following reasons:</p> <p>Access to the site is wholly inadequate for the proposed development and will cause traffic to be backed up at the end of the motorway. This would have a knock-on effect for the North Valley and in-turn raises issues of pedestrian safety.</p> <p>The development will be harmful to the integrity of the Town Centre as it will take trade away from the businesses on the High Street.</p> <p>The visual appearance of the development will have a negative impact on a major gateway into the Town. The location of the grey industrial units is wholly inappropriate.</p> <p>Lighting and noise pollution would affect local wildlife and would negate the peace and tranquility provided by the Nature Reserve. It is the Town Council's opinion that this development is not needed as there are already a number of similar businesses in the vicinity.</p>

3	21/0627/TPO	Mr Kaleem Yasin	16 Netherheys Close, Colne	T1 - Sycamore. Remove due to overall decline and Ganoderma infection. Replace with 1 x Hornbeam measuring 8-10cm at time of planting CTC comment: noted
4	21/0628/TPO	Mr Gordon Biltcliffe	6 Alkincoats View, Colne	T1 - Maple. Crown reduce by 1.5m to prevent tree from touching property. CTC comment: noted
5	21/0626/VAR	Barnfield Construction Ltd	Development Site at Recreation Ground, Harrison Drive, Colne	Full: Variation of Condition: Vary Condition 2 (Plans) of Planning Permission 19/0801/FUL to substitute site layout, reposition housing plots and change materials. VALZ certs A and B both signed Pearl or Barnfield. CTC comment: Colne Town Council have no objection to this application but would request that the footpath in the north-east corner be retained.
6	21/0641/VAR	Mr D Hall	40 Red Lane, Colne	Variation of Condition: Vary Condition 2 (Plans) of Planning Permission 17/0544/HHO. Condition Number(s): 2 Conditions(s) Removal: The rear part of the side extension will not be built. The roof lanterns to the rear extension have been changed to a series of narrow skylights. The skylight over the side extension has been removed. We wish the change approved plans 1733 - PL10, PL11, PL12 and PL13 to 1733 - PL10a, PL11a, PL12a and PL13a CTC comment: No comment.
7	21/0635/ADV	Sainsburys Supermarkets LTD	Sainsbury's, Colne	Advertisement Consent: Erection of 3 no. replacement 'welcome wall' signs and 2 no. internally illuminated Argos store front signs CTC comment: No comment.
8	21/0639/HHO	Mr and Mrs D and K Earing	11 Noyna View, Colne	Full: Removal of existing swimming pool extension and erection of single storey rear extension and alterations to existing fenestration including balcony to rear elevation.

				CTC comment: No comment.
9	21/0667/HHO	Mr Stephen Ridding	2 The Sidings, Colne	Full: Erection of raised platform in the rear garden (resubmission) CTC comment: No comment.

17. Correspondence Received

Details of any correspondence that the Full Council has received that requires presenting or reviewing at Full Council.

No correspondence received.

18. Items for a future month's Agenda

Points raised under this item are for information only and should be limited to five minutes only to consider them for the agenda for a future month.

- Stained glass window – Market
- Additional website page – community groups within Colne

19. Date & Time of Next Regular Meeting

The next Full Council meeting is scheduled for Tuesday 21st September 2021 at 7.00pm.