



**MINUTES OF A MEETING OF COLNE TOWN COUNCIL
on Tuesday, 19th April at 7pm in the Council Chamber of Colne Town Hall**

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

Officers: Ms. G. Langley (Town Clerk/RFO) and Mr. N. Cutler (Events & Administration Officer)

1. Welcome

The Chairman welcomed all to the April 2022 Full Council meeting of Colne Town Council.

2. Apologies

Apologies were received from Cllr N. Butterworth, Cllr M. Chung, Cllr E. Cornish, Cllr E. Hurley, Cllr D. Lord and Cllr J. Nixon.

Absent: Cllr P. Howarth

The Council accepted the apologies received.

3. 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.

No declarations were received.

4. Minutes

To approve as a correct record the Minutes of the meeting held on Tuesday, 15th March 2022.

The Minutes of the meeting held on Tuesday, 15th March were accepted as a true and accurate record.

*Proposed by Cllr D. Cockburn-Price
Approved by Council.*

Seconded by Cllr A. Mann

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 Committee

No public were in attendance.

6. Finances

- a) To receive a schedule of payments from 9th March to 10th April 2022 for approval by the Chairman. (Decision required)

Following a short discussion, the Schedule of Payments to the value of £82,504.74 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 31st March 2022. (Decision required)

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

***Proposed by Cllr K. McNulty
Approved by Council.***

Seconded by Cllr D Clegg

7. Alkincoates Working Group Terms of Reference

To consider the updated Terms of Reference presented for approval. (Decision required)

Following a short discussion, the presented Terms of Reference were approved by the Council.

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

Seconded by Cllr K. McNulty

8. Lengthsmen Vehicle Provision

To approve a budget for the FES Committee to work within to provide an additional vehicle for the Town Council Lengthsmen. (Decision required)

Following a detailed discussion, a budget of up to £40,000 to be taken from the year-end surplus was approved for the provision of an additional Council vehicle. Delegated Authority was given to Officers to evaluate the options and choose the vehicle providing the best value for money.

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

Seconded by Cllr S. Cockburn-Price

It was also mentioned that with additional resources in place, the Town Council should now be able to resume activities for the 'Treasure Our Town' initiative.

Action: Officers to liaise with TOT members, to try to arrange activities for 2022-23.

9. Blues Festival Update

To receive a verbal update from the Town Clerk/RFO regarding the 2022 festival. (Information only)

The Town Clerk informed the Council that the full lineups for the Main Stages have been announced, and the tickets went on sale on Friday 8th April. The Artistic Director stated that he only wanted a limited amount of Full Festival tickets available, as he wanted to concentrate on selling the venue day tickets.

A total of 100 full festival tickets were allocated, however these sold out in the first weekend. Consequently, another 250 tickets have now been added.

Now that we have details of the line-ups, we can now get on with ordering the merchandise and developing the programmes for the festival. The road closure has been applied for and is currently with Pendle Council, and the traffic management has been confirmed. The Catering tenders will be going out in the next week or so, as will the volunteer information.

The Colne Blues Society are working on the line-ups for the fringe venues. Once we have the details, a link will be placed on the festival website to a dedicated web page for the fringe.

The Town Clerk's update was noted by the Council.

10. Recruitment Update

To receive a verbal update from the Town Clerk /RFO on the progress of the recruitment of additional office staff. (Information only)

The Town Clerk informed Members that a part time Clerical Officer has been appointed and has been in position since 7th March 2022. The contract is for 20 hours per week over three days, Monday – Wednesday.

Unfortunately, the Town Council has not yet been successful in recruiting a part time Finance Officer. It was agreed at the last FES meeting, to advertise for a full-time position, but then state that part time hours may be negotiated for the right candidate, in the hope that the role will appeal to more people.

The Town Clerk informed Members that the job advertisement is currently on social media and will be open to applications for the next four weeks.

The recruitment update was noted by the Council.

11. The Queen's Green Canopy

To receive an update from the Town Clerk/RFO on any progression with the projects chosen. (Information only)

The Town Clerk informed the Council that the two tree pits located outside of the Municipal Hall have now been planted with 2 x Betula Jacquemontii trees. These trees have been funded by the Town Council at a cost of £810 + VAT.

Officers are also looking into sourcing trees to plant along the path leading to the play area at Alkincoates Park, as many of the wooden bollards that have been placed as a barrier on the left-hand side, are now beginning to rot and are in a poor state of repair. It was agreed at the last FES meeting, that planting trees would create a more natural barrier that would eventually require less maintenance, and a budget of £15,000 was authorised to be taken from the 2021-22 outturn to fund the trees.

Members noted the update from the Town Clerk.

12. Colne Neighbourhood Plan

To receive an update from the Chairman of the Neighbourhood Plan Advisory Committee (NPAC) on the progress of the Project and to consider the following document for approval, as recommended by the Committee. (Decision required)

- a) Colne Local Green Spaces Report

The Chairman of the Advisory Committee gave Members an update on the progress made towards reaching the submission stage of the Neighbourhood Planning Process.

It was stated that a number of hefty technical documents will be presented at the next NPAC meeting, and that these will hopefully be presented for final approval at the next Full Council meeting.

Following a short discussion, the Local Green Spaces Report was approved by the Council.

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

Seconded by Cllr B. Wildman

Planning

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

| | Application Number | Applicant | Location | Proposal |
|---|---------------------------|------------------|---|--|
| 1 | 22/0135/FUL | Mr M Arif | 104 Green Road Colne | <p>Full: Change of use of part of ground floor from Retail (A1) to Hot Food Takeaway (A5), insert doorway and shop front with roller shutter, including extraction duct and new wall and roof to enclose rear yard to rear elevation.</p> <p>CTC Comment: Colne Town Council object to this retrospective application as the location is viewed to be unsuitable and is likely to increase the amount of litter in the area and encourage anti-social behaviour. If PBC are mindful to approve this application, then the Town Council asks that conditions are imposed on trading hours and an adequate bin provision.</p> |
| 2 | 22/0127/FUL | About Coffee | 26 Church Street Colne Lancashire BB8 OLG | <p>Full: Alterations to shopfront window to create openable window.</p> <p>CTC Comment: This building in number 49 in our list of non-designated heritage assets, and although we support the business, it is difficult to see how this would work in practice. This is a conservation area and the footpath here is relatively narrow. If they are looking to serve through a hatch, it is suggested that they re-open one of the blocked up windows at the side.</p> |
| 3 | 22/0175/TPO | Mr Jon Ellis | Fern Dean Cotton Tree Lane Colne Lancashire BB8 7BH | <p>Removal of a Sycamore tree subject to a T.P.O.</p> <p>CTC Comment: No Comment</p> |

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|---|-------------|-----------------------|--|---|
| 4 | 22/0177/TPO | Mrs S. Rennie-Follows | 4 Grenfell Gardens Colne Lancashire BB8 9PL | Removal of two Aiden trees subject to a T.P.O. CTC Comment: No Comment |
| 5 | 22/0168/HHO | Mr Andrew Day | 2 Boulview Terrace, Colne | Full: Demolition of existing garage and rear extension. Erection of two storey side and rear extension. CTC Comment: No Comment |
| 6 | 22/0084/FUL | Mr Dave Shaw | Part of Field to the North of Spring Mount, Keighley Road, Colne | Full: Erection of an agricultural storage building (18.4m ²) and hard standing vehicle parking CTC Comment: The Town Council objects to this application as it is within the green belt and the building is not big enough to be an agricultural building, it is more of a large shed. |

13. Correspondence Received

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

No correspondence received.

14. Items for a future month's Agenda

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

- *To consider the Council's involvement with Gib Hill and the plans to designate this area as a Local Nature Reserve.*
- *A report on the Market Panel meeting to be held at the Town Hall on Thursday 21st April 2022.*

15. Date & Time of Next Regular Meeting

The next Full Council meeting is scheduled for Tuesday, 17th May 2022 at 7pm.