



MINUTES OF A MEETING OF COLNE TOWN COUNCIL
on Tuesday, 19th March 2024 at 7 p.m. in the Council Chamber of Colne Town Hall

In attendance: Cllr A. Bell, Cllr N. Butterworth, Cllr A. Chamberlain, Cllr D. Clamp, Cllr D. Clegg, Cllr G. Clegg, Cllr D. Cockburn-Price, Cllr S. Cockburn-Price, Cllr P. Hannah-Wood, Cllr P. Howarth, Cllr D. Lord, Cllr A. Mann, Cllr M. Moffitt, Cllr I. Robinson, Cllr H. Thomas and Cllr M. Thomas.

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

1. Welcome

The Chairman welcomed all to the March 2024 Full Council meeting of Colne Town Council.

2. Apologies

Apologies were received from Cllr B. Wildman.

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, 20th February 2024.

The Minutes of the meeting held on Tuesday, 20th February were accepted as a true and accurate record.

Proposed by Cllr D. Lord
Approved by Council.

Seconded by Cllr A. Bell

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. Reports from the Borough & County Councils

To receive reports from representatives from the Borough and County Councils on any works / projects being delivered in Colne, who have a total, collectively, of 15 minutes to make their representations to the Council. (Information only)

The reports provided by the Town Clerk/RFO (in the absence of a County Councillor), and the Borough Councillors were noted by Members.

7. Finances

- a) To receive a schedule of payments from 14th February to 7th March 2024 for approval by the Chairman. (Decision required)

Following a short discussion, the Schedule of Payments to the value of £64,885.52 was presented to Members and duly signed by the Chairman.

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

Seconded by Cllr H. Thomas

- b) To receive a summary of budget, expenditure, and commitments as at 7th March 2024. (Decision required)

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

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

Seconded by Cllr H. Thomas

8. Corporate Risk Register

To review the presented document for approval as recommended by the Finance, Employment & Services Committee.

Following a short discussion, the Corporate Risk Register was approved by Members.

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

Seconded by Cllr I. Robinson

9. Land Purchase – South Valley Allotment Access

To gain authorisation from the Council for the Chairman of Colne Town Council and the Town Clerk/RFO to sign the relevant documentation as recommended by the Finance, Employment & Services Committee.

Following a brief synopsis, it was approved that authorisation be given to the Chairman of Colne Town Council to sign the relevant documentation to complete the purchase.

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

Seconded by Cllr D. Cockburn-Price

10. Rental Property – Capital Funding Requirements

To consider a report from the Town Clerk/RFO regarding the Town Council’s capital funding requirements. (Decision required)

Following a detailed discussion, it was requested that the Town Clerk/RFO and Deputy Clerk obtain additional quotes for the Accoya Wood and bring the details back to the next meeting.

Proposed by Cllr D. Clegg

Seconded by Cllr D. Cockburn-Price

Approved by Council.

11. Colne Junior Council

To receive an update on the proceedings of the last Junior Council meeting. (Information only)

The update provided was noted by Members.

All Councillors agreed that the work that the Junior Council is doing is to be commended, and the consensus in the room was that the Junior Council will be a very good resource for the town.

12. Treasure Our Town

To receive an update on the current month’s session held by the Treasure Our Town Group. (Information only)

The update provided by the Town Clerk and the Councillors that attended the session, was noted by Members.

13. The Great British Rhythm & Blues Festival 2024

To receive an update on the progression of the organisation and operational elements for the 2024 Festival. (Information only)

The update provided by the Deputy Clerk, Events & Facilities Officer, was noted by the Council.

14. Colne Neighbourhood Plan

To receive an update from the Chairman of the Neighbourhood Plan Working Group on the progress of the Project. (Information only)

The Chairman of the Neighbourhood Plan Advisory Committee gave an update on the recent event and a brief outline of what the Committee will do to review and monitor the plan going forward.

15. 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
1	24/0140/TPO	Mrs Janet Scott	1 South Valley Drive, Colne	Remove 1 No. Ash Tree subject to T.P.O. No. 5 1996. CTC Comment: No comment

2	24/0142/HHO	Mr Anthony Gibson	20 Judge Fields, Colne	Full: Erection of a single storey rear extension. CTC Comment: No comment
3	24/0148/HHO	Mr Brookes	28 Bents, Skipton Old Road, Colne	Full: Erection of a single storey rear extension with 3 no. dormers and garage conversion to form habitable accommodation. CTC Comment: No comment
4	24/0150/HHO	Mr Scott Edmondson	Whitemoor View, Red Lane, Colne	Full: Erection of a single storey flat roof extension with roof terrace and canopy. CTC Comment: The Town Council has concerns that this development is very prominent within the long-range views in the area and the proposed glazing could be quite glarey. The Town Council would also be interested to know how the proposed size compares with the building in 1948, as this application is bordering on overdevelopment of the site.
5	24/0141/TCA (Information only)	Mr David Choyce	Standroyd House, 270 Keighley Rd, Colne	Crown lift an Ash tree within the Lidgett and Bents Conservation area. No comment required.
6	24/0133/TPO (information only)	Mrs Emma Halstead	Spring Gardens Farm, Daisy Street, Colne	T1 Poplar - Remove No comment required.
7	24/0183/HHO	Ms Jenna Waterhouse	11 Cotton Tree Lane Colne Lancashire	Full: Erection of a rear dormer roof extension. CTC Comment: The Town Council has no objection to the rear roof extension however would ask that Slate is used, as is in keeping with the surrounding area.
8	24/0189/LBC	Mr Shah	Saint Bartholomews School, Exchange Street	Erection of single storey extensions to front, side and rear for use class F.1 (f) purposes. Insertion of a first floor. Replacement Windows. Realignment of existing pedestrian access. Creation of vehicular access. CTC Comment: The Town Council objects to the removal of the listed wall and the creation of vehicular access and requests that all replacement windows be made from wood.

16. Correspondence Received

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

- Elisha House
Following a short discussion it was agreed for the Town Clerk/RFO to contact the Project Manager to arrange a meeting to discuss how the Town Council might help with this initiative.
- CYAG
Following a brief synopsis of recent events, the CYAG Newsletter was noted by Members. The Councillors involved were formally thanked by the Chairman for the great work that they are doing.
- Rural Market Town Group Membership
Following a short discussion it was agreed that the Town Council should continue its membership to the Rural Market Town Group.

***Proposed by Cllr A. Mann
Approved by Council.***

Seconded by Cllr P. Howarth

17. CCTV Update

To receive an update regarding the Town Centre CCTV System. (Information only)

The Town Clerk/RFO informed the Councillors that the upgrade to the Town Centre CCTV System has now been completed. As part of the upgrade some cameras have been replaced and additional cameras have been installed resulting in a wider coverage of the town.

The decision was made by the Finance, Employment & Services Committee to transfer the maintenance and monitoring of the cameras to Blackburn with Darwin Council which will allow for pro-active monitoring around the clock. Councillors were informed that to facilitate this, a leased line has been commissioned that will be installed at the Town Hall on 26th March.

It was made clear that once the transfer has been initiated, that control of the cameras will be lost, and any requests for footage will be dealt with at the Blackburn Hub.

It was stated that not all the cameras are being transferred. The internal cameras at the Town Hall and the cameras in Alkincoates Park will remain under the control of the Town Council and will be monitored as and when required by qualified officers. These cameras will be placed on a separate system at the Town Hall which will also provide remote access via an application that can be installed on a qualifying device. These cameras will be maintained by Thorne Access & Security Ltd.

The Councillors were informed that a visit to the hub has been arranged for 25th April 2024. The Councillors that will be in attendance are named below:

Cllr D. Clegg

Cllr G. Clegg

Cllr H. Thomas

Cllr M. Thomas

Cllr B. Wildman

Cllr A. Bell

*Cllr P. Hannah-Wood, and
Cllr A. Mann*

The Councillors will be accompanied by the Town Clerk/RFO and the Deputy Clerk, Events & Facilities Officer.

The CCTV update provided by the Town Clerk/RFO was noted by Members.

Action: The Town Clerk/RFO to consolidate the details for the visit and provide an update to those who will be attending.

18. 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.

- No. 2 Albert Road – Capital Funding Requirements

19. Date & Time of Next Regular Meeting

The next Full Council meeting is scheduled for Tuesday, 16th April at 7.00 p.m.

This meeting concluded at 9.30 p.m.