



MINUTES OF A MEETING OF COLNE TOWN COUNCIL
on Tuesday 23rd June 2026 at 6.30 p.m. in the Council Chamber of Colne Town Hall

In attendance: Cllr A. Bell (Vice-Chairman), Cllr D. Clamp, Cllr D. Clegg, Cllr G. Clegg, Cllr D. Cockburn-Price, Cllr D. Lord, Cllr A. Mann, Cllr I. Robinson, Cllr B Wildman

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

1. Welcome

Due to the absence of the Chairman, the Vice-Chairman welcomed all to the June Full Council meeting of Colne Town Council.

2. Apologies

Apologies were received from Cllr N. Butterworth, Cllr S. Cockburn-Price, Cllr P. Hannah-Wood, Cllr P. Howarth, Cllr M. Moffitt, Cllr H. Thomas and Cllr M. Thomas.

The Council accepted the apologies received.

Absent: Cllr Anthony Chamberlain

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 19th May 2026

The Minutes of the meeting held on Tuesday 19th May 2026 were accepted as a true and accurate record.

Proposed by Cllr I Robinson
Approved by Council.

Seconded by Cllr A Mann

5. Clerk's Update

To receive an update from the Town Clerk/RFO on any ongoing projects that are not an agenda item for this meeting.

The updates provided by the Clerk/RFO were noted by Members.

6. 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.

The public in attendance did not wish to speak.

7. 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 update provided by Cllr D. Cockburn-Price was noted by Members.

Action: For the Town Clerk to arrange for the Town Council's response to the Calderdale Energy Farm to be added to the Council's website. To also send out a social media post alerting the public to the extended consultation.

8. Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting. Such an exclusion would need to be on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972 (Decision required).

It was proposed that Item 19 on the agenda be deemed as a private item due to the sensitive nature of the items being discussed. If any members of the public should be present at the time of discussion of these items, they will be asked to leave the meeting.

Approved by Council

9. Finances

- a) To receive a schedule of payments from 13th May to 16th June 2026 for approval by the Chairman.
(Decision required)

Following a short discussion, the Schedule of Payments to the value of £135,220.97 was presented to Members and duly signed by the Chairman.

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

Seconded by Cllr Ian Robinson

- b) To receive a summary of budget, expenditure, and commitments as at 16th June 2026. (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 Ian Robinson

10. Annual Governance and Accountability Return 2025/2026

To receive an update confirming completion of year-end accounting processes, completion of year-end internal audit and readiness for the Annual Governance and Accountability Return to be signed by the Chairman and Town Clerk/Responsible Financial Officer, along with confirmation of the period chosen for the Exercise of Public Rights. (Decision required)

It was proposed that the Council authorise the Chairman and the Town Clerk to sign both documents as required and that the period chosen for the Exercise of Public Rights be confirmed as commencing on Monday, 29th June 2026 and ending on Friday, 7th August 2026

Proposed by Cllr D Clamp

Seconded by Cllr Ian Robinson

Approved by Council.

The documents were duly signed as below:

- Section 1 – Annual Governance Statement 2025/26 was signed by the Chairman and then signed by the Town Clerk.
- Section 2 – Accounting Statements 2025/26, having previously been signed by the Responsible Financial Officer, was duly signed by the Chairman of the Council.

Action: For the Town Clerk/RFO to publicise the period for the exercise of public rights on the Town Council website and in the noticeboard, along with pages 4 and 5 of the AGAR.

11. Staffing & Recruitment Update

To update Members on the staff restructure as approved by the Finance, Employment & Services Committee, and to update on the current recruitment process.

The update provided by the Town Clerk was noted by members.

12. Colne In Bloom

To receive an update from the Chairman of Colne In Bloom on the work that the Charity has been undertaking this month.

The update provided by Cllr A Mann was noted by members.

13. The Great British Rhythm & Blues Festival 2026

To receive an update on the progression of the organization and operational elements for the 2026 Festival.

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

14. Colne Neighbourhood Plan

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

The update provided by Cllr D. Cockburn-Price was noted by Members.

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	26/0351/RTD	Mr Ajaz Aslam	Ground Floor and Part First Floor Shop 3 – 7, Keighley Road, Colne	Prior Approval Notification: Change of use of first floor from a mixed office/store (Use Class E) and residential (Use Class C3) use to 1 no. Flat (Use Class C3) CTC Comment: To welcome the application.
2	26/0198/LBC	John Massie	2 Colne Hall Linden Road Colne	Listed Building Consent: Replacement of windows & doors for Flats 1-4 CTC Comment: The Town Council is in support and pleased that the feedback given has been taken onboard.
3	24/0024/FUL	Ken Deary	Albert House 22 Albert Road Colne	Certificate of Lawful Use (s.191 Existing Development): Lawful commencement of Development pursuant to Planning Permission 24/0024/FUL CTC Comment: No comment.
4	26/0378/FUL	Mark Craft	Matalan North Valley Retail Park North Valley Road	Removal of existing entrance canopy and the installation of a covered trolley park, replacement of side elevation entrance with double steel swing doors and roller shutter goods entrance, and erection of mesh fence compound to service yard CTC Comment: Welcome the application.
5	26/0416/FUL	Mary Violet Hind	Green End Smallholding Lenches Road Colne	Change of use of land to provide 2 no. caravan pitches including the retention and reduction of hard standing with associated landscaping, parking and altered vehicular access CTC Comment: This land appears to be outside of the settlement boundary, and the development is not in keeping with the area. This is not a suitable site, which is clearly evidenced by previous

				enforcements. CTC object to this development.
6	26/0391/ADV	Mark Craft	Matalan North Valley Retail Park North Valley Road	Advertisement consent: Display of 3 no. illuminated fascia signs and 4 no. non-illuminated signs CTC Comment: No Comment.

16. Correspondence Received

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

Pendle Borough Council have sent through a communication regarding the Legacy Fund. The amount is £43,500 and the Town Council needs to identify projects for this funding. To note this information and take forward to the next meeting.

Communication was received regarding the consultation for the Local Transport Plan that has been produced by the Lancashire Combined County Authority. The information was noted by Members.

The Annual Report from LANPAC was received – the information was noted by Members.

17. Items for a future month's Agenda

Points raised under this item are for information only. Any debate should be limited to five minutes. Points raised will be considered for inclusion as an agenda item at a future meeting.

To discuss Colne Mayoralty.

18. Date & Time of Next Regular Meeting

The next Full Council meeting is scheduled for Tuesday, 21st July 2026 at 6.30 p.m.

Exclusion of the Public

19. Private Item: Calderdale Energy Park

Action: For the Town Clerk to contact an alternative solicitor as the original solicitor selected is unable to undertake the proposed work.

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

Seconded by Cllr I. Robinson

This meeting concluded at 8:30pm