

Minutes of Council

Meeting date Wednesday, 25 November 2020

Members present: Councillors Jane Bell (Mayor), David Howarth (Deputy Mayor), Will Adams, Jacky Alty, Renee Blow, Damian Bretherton, Aniela Bylinski Gelder, Matt Campbell, Carol Chisholm, Colin Clark, Colin Coulton, Malcolm Donoghue, Bill Evans, James Flannery, Derek Forrest, Paul Foster, Mary Green, Michael Green, Harry Hancock, Jon Hesketh, Cliff Hughes, Susan Jones, Chris Lomax, Keith Martin, Christine Melia, Caroline Moon, Jacqui Mort, Peter Mullineaux, Alan Ogilvie, John Rainsbury, Colin Sharples, David Shaw, Margaret Smith, Phil Smith, David Suthers, Michael Titherington, Caleb Tomlinson, Matthew Tomlinson, Matthew Trafford, Angela Turner, Karen Walton, Ian Watkinson, Gareth Watson, Carol Wooldridge and Barrie Yates

Officers: Chris Sinnott (Deputy Chief Executive), Chris Moister (Director of Governance), Jonathan Noad (Director of Planning and Development), Jennifer Mullin (Director of Neighbourhoods and Development), Andrew Daniels (Shared Service Lead - Communications and Visitor Economy), James Thomson (Deputy Director of Finance), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Clare Gornall (Democratic and Member Services Officer)

Other members:

Public: 0

48 Apologies for absence

Apologies were received from Councillors Stephen Thurlbourn and Paul Wharton-Hardman.

Councillor Cliff Hughes experienced technical issues throughout the meeting which rendered him unable to vote on the items discussed.

49 Minutes of the last meeting 30 September 2020

The draft minutes of Council held on 30 September 2020 were presented for approval. A number of amendments were proposed, as follows:

Under Minute 30 – Proposals for the Election of the Mayor, the resolution be amended to read RESOLVED (Unanimously): ***That Councillor Jane Bell be elected as Mayor of South Ribble for an extended term of office until May 2022.***

Under Minute 31 - Proposals for the Election of the Deputy Mayor, the resolution be amended to read RESOLVED: (Unanimously): ***That Councillor Howarth be elected as Deputy Mayor for South Ribble for an extended term of office until May 2022.***

Under Minute 32 – Tributes to the retiring Mayor, the second paragraph be amended to read Councillors Foster and ***Howarth*** also paid tribute to the Retiring Mayor and Mayoress particularly their work for the Mayoral Charities.

Under Minute 42 Question to the Cabinet Member for Finance, Property and Assets, the beginning of the paragraph should read “**Councillor Damian Bretherton**” not “Councillor P Smith”.

RESOLVED (unanimously): That, subject to the above amendments, the minutes of the Council meeting held on 30 September 2020 be signed as a correct record by the Mayor.

50 Declarations of Interest

Councillor Yates, as the Chair of the Development Control Committee at Lancashire County Council, and Councillor Green, as a member of the Cabinet at Lancashire County Council, declared personal interest in Minute 64, Future of City Deal.

Councillors Tomlinson and Howarth also declared a personal interest in the same as members of Lancashire County Council.

51 Mayors Announcements

The Mayor gave details of this year’s Mayoral Charity Banquet which due to COVID19, will be held virtually on Friday 4 December 2020 at 7pm (for 7.15 pm start). There will be a minimum donation of £2.50 per person, but you can give more, which will go into the Mayor’s Charity Fund to support SLEAP, Clare House and St Catherine’s Hospice.

The Mayor referred to the fact that it was White Ribbon Day, which she was supporting as one of her mayoral charities was the Women’s Refuge.

As the ‘Virtual Mayor’, Councillor Bell highlighted the fact that she was reaching out to the local community through the use of virtual technology. She referred to a number of examples, such as Remembrance Sunday, which had been viewed online 10,900 times so far. She had also recorded stories for children, a Christmas message for postal workers, Dementia Action Group Newsletter and a recording for the Virtual Switch on of Christmas Lights and a monologue for Lancashire Day. Councillor Bell noted that well over 5,000 people had viewed the message on social media regarding the Virtual Mayor’s Banquet, emphasizing the reach to a much wider audience using this technology.

Finally, the Mayor wished a Happy Birthday to Councillor Trafford, who would be celebrating his 21st birthday on 6th December.

52 Cabinet

Members received the general report of the Cabinet relating to meetings held on 14 October 2020 and 11 November 2020. It was proposed by the Leader of the Council, Councillor Paul Foster, seconded by the Deputy Leader of the Council, Councillor Mick Titherington, and subsequently

RESOLVED (Unanimously): That the report be noted.

53 Governance Committee

Members received a general report on the Governance Committee meeting held on 22 September 2020. It was proposed by the Chair of the Governance Committee, Councillor Ian Watkinson, seconded by the Vice-Chair, Councillor Colin Sharples and subsequently

RESOLVED (Unanimously): That the report be noted.

54 Scrutiny Committee

Members received a general report of the meetings of the Scrutiny Committee held on 22 October 2020 and the Scrutiny Budget and Performance Panel held on 9 November 2020.

Councillor Howarth drew attention to a typographical error with regard to the Scrutiny Budget and Performance Panel 9 November 2020, at Minute 53 in which the word “superfluous” should be replaced with “fluid”.

It was proposed by the Chair of the Scrutiny Committee, Councillor David Howarth, seconded by Councillor Will Adams and subsequently

RESOLVED (Unanimously): That the report be noted.

55 Constitution Review

The Chair of the Governance Committee, Councillor Ian Watkinson, presented a report of the Director of Governance and Monitoring Officer seeking approval of changes to the Council’s constitution. The changes included removal of repetition, changes to the council’s standing orders and changes in relation to Executive Member Decision making processes. The report also sought approval of an updated report template.

It was proposed by Councillor Watkinson, seconded by Councillor Foster and it was RESOLVED (unanimously):-

1) That Council approves the following proposed changes in Appendix B of the report:

- i) that the proposed changes relating to Terms of Reference of Council, Cabinet and Committees, be approved,
- ii) that the proposed Scheme of Delegation for Cabinet and Committees be approved; and
- iii) That the proposals for the process of Executive Decisions to be amended to be member led, be approved;

2) That Council approves the following in respect of Appendix C to the report – Amendments to Council Procedure Rules (Standing Orders):

- i) That the proposed amendments to Standing Orders 8, 13.2, 14.3, 14.5, and 14.14 be approved;
- ii) That Standing Orders 16.4 and 16.6. be not amended and that in the event a decision is not unanimous, it will be the practice going forward that each councillor’s vote in favour, against or abstain will be recorded in the minutes of the meeting;

3) That Council approves the proposed report template as detailed at Appendix D of the report.

The following amendments were moved in respect of proposed changes in Appendix C – Amendment to Council Procedure Rules (Standing Orders):

An amendment was moved by Councillor Howarth, seconded by Councillor Foster “That the proposed changes to Standing Order 23 be approved subject to a further amendment to Standing Orders 23.1 and 23.2 that “ ...the Notice of Motion under rule 10 has been signed by at least **2** members”.’

A recorded vote was taken as follows:

FOR - Councillors Adams, Alty, Bell, Blow, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, C Tomlinson, M Tomlinson, Trafford, Turner, Watkinson, and Wooldridge;

AGAINST- Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Hughes, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Margaret Smith, Phillip Smith, Suthers, Walton, Watson and Yates.

The Mayor declared the amendment carried and it was therefore

RESOLVED - “That the proposed changes to Standing Order 23 be approved subject to a further amendment to Standing Orders 23.1 and 23.2 that “ ...the Notice of Motion under rule 10 has been signed by at least **2** members”.’

An amendment was moved by Councillor Foster, seconded by Councillor M Tomlinson that:

“In respect of Standing Order 34.1 (iii), Councillors for the ward in which the application is located (not on Planning Committee) will then have the opportunity to

make representations about the application. Each will have up to four minutes to state their case. Where the application will have an effect on neighbouring wards the Chair of Planning will permit the ward councillors for the affected wards to speak on the same basis as ward councillors”.

A recorded vote was taken as follows:

FOR - Councillors Adams, Alty, Bell, Blow, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, C Tomlinson, M Tomlinson, Trafford, Turner, Watkinson, and Wooldridge;

AGAINST - Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Margaret Smith, Phillip Smith, Suthers, Walton, Watson and Yates.

The Mayor declared the amendment carried and it was therefore

RESOLVED - In respect of Standing Order 34.1 (iii), Councillors for the ward in which the application is located (not on Planning Committee) will then have the opportunity to make representations about the application. Each will have up to four minutes to state their case. Where the application will have an effect on neighbouring wards the Chair of Planning will permit the ward councillors for the affected wards to speak on the same basis as ward councillors.

An amendment was moved by Councillor Foster, seconded by Councillor Titherington that

“Standing Orders 2.1 and 13.1 be amended so as to delete the words “The Chairman of any Committee, The Chairman of any My Neighbourhood Forum, A member appointed by the Council to any joint authority or joint board, A member appointed by or on behalf of the Council as a member or Director of any Company, any member Champion” and to retain the words “The Leader or Deputy Leader of the Council” and “A member of the Cabinet”.

A recorded vote was taken as follows:

FOR - Councillors Adams, Alty, Bell, Blow, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, C Tomlinson, M Tomlinson, Trafford, Turner, Watkinson, and Wooldridge;

AGAINST - Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Margaret Smith, Phillip Smith, Suthers, Walton, Watson and Yates.

The Mayor declared the amendment carried and it was therefore

RESOLVED - “Standing Orders 2.1 and 13.1 be amended so as to delete the words “The Chairman of any Committee, The Chairman of any My Neighbourhood Forum, A member appointed by the Council to any joint authority or joint board, A member appointed by or on behalf of the Council as a member or Director of any Company, any member Champion” and to retain the words “The Leader or Deputy Leader of the Council” and “A member of the Cabinet”.

56 Urgent Decisions Taken Due to COVID-19 Pandemic

The Leader of the Council, Councillor Paul Foster presented a report of the Assistant Director of Scrutiny and Democratic Services which updated members of Council on the urgent decisions taken in accordance with the Council's constitution due to the COVID-19 pandemic.

It was proposed by Councillor Foster, seconded by Councillor Titherington and

RESOLVED: That the report be noted.

57 Fees and Charges Policy

Councillor Matthew Tomlinson, Cabinet Member for Finance, Property and Assets presented a report of the Deputy Director of Finance regarding the creation of a fees and charges policy for South Ribble Borough Council that provides a framework for revising current fees and charges as well as a guide to introducing new charges.

It was proposed by Councillor Tomlinson, seconded by Councillor Titherington and

RESOLVED:

- 1) That Council approves the fees and charges policy (attached as appendix one to the report) for the Council's discretionary fees and charges; and
- 2) That the proposed annual process for reviewing fees and charges be noted.

58 Review Of Car Parking

Councillor Susan Jones, Cabinet Member (Environment), presented a report outlining the proposals for changes to the current restrictions that apply to Council owned car parks following a review of provision and a consultation exercise, and requesting approval for the proposed changes to car parking charges and the designation of certain car parks. The recommendations in the report were as follows:

- 1) That Council approve the introduction of the first hour free parking for all identified parking spaces, on all Council owned car parks (no return within 3 hours), provided a ticket is displayed;
- 2) That Council approve the re-designation of Churchill Way and Sumner Street car parks to short stay car parks, maximum stay 3 hours.
- 3) That Council approve the designation of King Street, Leyland and Hope Terrace, Lostock Hall as long stay car parks.
- 4) That Council approve the introduction of a simplified suite of charges for car parks that are subject to charging.
- 5) That Council approve the introduction of charges to East Street car park along with a resident permit scheme for residents of East Street.
- 6) That Council approve the introduction of a 2-hour maximum stay period (no return within 3 hours) between the hours 09.00 – 15.00 Monday to Friday term time only, on Worden Park.
- 7) That Council approve the replacement of all existing pay and display machines with machines that will allow contactless payments.

Councillor Michael Green submitted the following amendment to the proposed recommendation 1:

“That the Council agrees to introduce a 3-hour period of free parking to be permitted on all Council-owned car parks (no return within 3 hours), provided a ticket is displayed. After a 6 month trial period, Council would consider whether to continue this”.

The amendment was proposed by Councillor Green, seconded by Councillor Yates and a recorded vote was taken as follows:

FOR – Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Mrs Smith, P Smith, Suthers, Walton, Watson, and Yates;

AGAINST – Councillors Adams, Alty, Bell, Blow, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, C Tomlinson, M Tomlinson, Trafford, Turner, Watkinson, and Wooldridge.

The Mayor declared the amendment lost.

The substantive recommendations in the report were then proposed by Councillor Susan Jones, seconded by Councillor and a recorded vote was taken as follows:

FOR – Councillors Adams, Alty, Bell, Blow, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, C Tomlinson, M Tomlinson, Trafford, Turner, Watkinson and Wooldridge;

AGAINST – Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Mrs Smith, P Smith, Suthers, Walton, Watson, and Yates.

The Mayor declared the proposal carried and it was therefore

RESOLVED –

- 1) That Council approve the introduction of the first hour free parking for all identified parking spaces, on all Council owned car parks (no return within 3 hours), provided a ticket is displayed;
- 2) That Council approve the re-designation of Churchill Way and Sumner Street car parks to short stay car parks, maximum stay 3 hours.
- 3) That Council approve the designation of King Street, Leyland and Hope Terrace, Lostock Hall as long stay car parks.
- 4) That Council approve the introduction of a simplified suite of charges for car parks that are subject to charging.
- 5) That Council approve the introduction of charges to East Street car park along with a resident permit scheme for residents of East Street.

6) That Council approve the introduction of a 2-hour maximum stay period (no return within 3 hours) between the hours 09.00 – 15.00 Monday to Friday term time only, on Worden Park.

7) That Council approve the replacement of all existing pay and display machines with machines that will allow contactless payments.

59 Questions to the Leader of the Council

Councillor Trafford asked a question in relation to vote taken in parliament with regard to the provision of free school meals.

Councillor Foster responded that he was disappointed that the MP for South Ribble did not consult with him before the vote was taken. He informed members that the Council had provided 5,000 free school meals and that 40 of 42 schools in the Borough had requested support.

60 Questions to Members of the Cabinet

Question to the Cabinet Member (Planning, Regeneration and City Deal)

A question was received from a member of the public:

"It is clear from responses to a recent 'Permission in principle' (PIP) planning application in my locality, that some residents seem unaware of the implications of PIP, that is in two stages and in which aspects of the planning process are each stage. PIP was introduced by the Ministry of Housing, Communities and Local Government (MHCLG) several years ago for residential areas. I would suggest that the MHCLG's definition of PIP, is posted on SRBC's website, for the information of residents and to clear up any misunderstandings of it".

Councillor Evans, Cabinet Member (Planning, Regeneration and City Deal) provided this response at the meeting:

"We will of course look at that issue. A new corporate website is being rolled out shortly and there will be a number of improvements to the Planning pages as part of that new website. Details such as Permission in Principle and other types of applications can be incorporated at that point."

Councillor Evans also indicated that a written response would be provided the member of the public who asked the question after the meeting.

Councillor Ogilvie asked a question in relation to a Planning Appeal regarding Chain House Lane, in which the decision was against the Council and in favour of Wain Homes. Councillor Ogilvie asked for details of the reasons for the decision and associated costs.

Councillor Evans indicated that a written response would be provided after the meeting.

Question to the Cabinet Member (Environment)

A question was received from a member of the public:

"I should like to raise the matter again of the possibility of air quality monitoring stations being set up in villages, to assess air quality and toxic fume accumulation from vehicles, particularly HGVs passing through them to take short cuts to the motorway. I understand that there are only two existing ones, at the top of Penwortham Hill and also in Bamber Bridge. The provision of air quality monitoring stations in the centre of villages particularly near schools, would be an important measure in controlling the level of air pollution. SRBC declared a Climate Change emergency following the local elections, so now it is time to act upon it".

Councillor Susan Jones, Cabinet Member (Environment), provided the following response:

"There are 32 monitoring locations within the borough, these have been identified following a review of traffic flows and the location of sensitive receptors in line with relevant guidance. Officers review these locations regularly. The locations of monitoring points do not control pollution levels, the measures identified in the published Air Quality Action Plan will do that along with the public taking appropriate measures and complying with the law, for example 'no idling'. Campaigns are ongoing all over the borough as regards anti-idling."

Councillor Jones confirmed that a written response would be sent to the person who asked the question after the meeting.

61 Questions to Chairs of Committees and My Neighbourhood Hubs

There were none.

62 Questions to Member Champions and Representatives on Outside Bodies

There were none.

63 Exclusion of the press and public

It was moved by Councillor Foster, seconded by Councillor Titherington and it was

RESOLVED – That the press and public be excluded from the meeting during consideration of the following items of business as it involves the disclosure of information defined as exempt from publication under paragraphs 3, 4 and 5 of schedule 12A of the Local Government Act 1972:

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information);

Paragraph 4 - Information relating to any consultation or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority; and

Paragraph 5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Councillors Yates and Michael Green left the meeting at this point, taking no part in the discussions on this item.

64 Future of City Deal

The Mayor informed members that she was exercising her discretion with regard to Standing Order 14.4 to allow members to speak for longer than the usual 5 minutes for this item.

The Leader of the Council, Councillor Paul Foster presented a report updating Council on the current position of the Preston, South Ribble and Lancashire City Deal and to seek a Council view on the future of City Deal.

It was moved by Councillor Foster, seconded by Councillor M Tomlinson and

RESOLVED (unanimously):- That recommendations 3 and 7 of the confidential report be approved.

Councillors Yates and Michael Green returned to the meeting at this point.

65 Shared Services Phase 2

The Leader of the Council, Councillor Paul Foster, presented a report of the Deputy Chief Executive outlining the proposals for phase 2 of shared services including a joint digital strategy, customer services operating model, shared leadership and management, and joint Chief Executive.

It was moved by Councillor Foster, seconded by Councillor Titherington and it was RESOLVED (unanimously):-

That the Council agrees:

- 1) To adopt the joint digital strategy.
- 2) To adopt the proposed model for a shared customer services function.
- 3) To commence and follow the established process for appointing senior officers as set out in the Change Policy, through the shared service appointment panel.
- 4) To approve the proposed savings

5) To support a review of the pay policy to ensure a consistent approach to senior salaries.

It was moved by Councillor Foster, seconded by Councillor Titherington that

“i) Council approves the development of a single shared leadership team for both councils, as set out in the report and ii) that Council agrees the preferred approach to establishing a joint Chief Executive.

A recorded vote was taken as follows:

FOR – Councillors Adams, Alty, Bell, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, Caleb Tomlinson, Matthew Tomlinson, Trafford, Turner, Watkinson, and Wooldridge;

AGAINST – Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Margaret Smith, Phillip Smith, Walton, Watson, and Yates.

The Mayor declared the motion carried and it was therefore

RESOLVED –

“i) That Council approves the development of a single shared leadership team for both councils, as set out in the report and
ii) that Council agrees the preferred approach to establishing a joint Chief Executive.

It was then moved by Councillor Foster, seconded by Councillor Titherington “That Mr Gary Hall be appointed Joint Chief Executive”.

A recorded vote was taken as follows:

FOR – Councillors Adams, Alty, Bell, Blow, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Melia, Sharples, Shaw, Titherington, Caleb Tomlinson, Matthew Tomlinson, Trafford, Turner, Watkinson, and Wooldridge;

AGAINST – Councillors Bretherton, Campbell, Chisholm, Clark, Coulton, Mary Green, Michael Green, Hesketh, Moon, Mort, Mullineaux, Ogilvie, Rainsbury, Margaret Smith, Phillip Smith, Walton, Watson, and Yates.

The Mayor declared the motion carried and it was therefore

RESOLVED - “That Mr Gary Hall be appointed Joint Chief Executive”.

Chair

Date