



Longridge Town Council

Budget Executive Committee - Agenda

You are hereby summoned to attend the Budget Executive Committee of Longridge Town Council on Thursday 29 May 2025 at 18:30 in the Station Buildings, Berry Lane, Longridge.

Welcome by the Current Chair

1. Election of Chair and Vice Chair.

2. To receive apologies.

3. Declarations of interests.

Councillors are responsible for declaring any personal / prejudicial or disclosable pecuniary interest pertaining to matters on this agenda.

If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.

4. To consider and approve the minutes of the 23 October 2024 meeting.

5. Public Participation.

This 30-minute session (time limit of three minutes per item/per person) provides members of the public an opportunity to indicate interests in an agenda item and put questions to the Executive Committee. Such questions may be answered after the meeting or become an agenda item at a future Executive Committee meeting.

ITEMS for DECISION/DISCUSSION

6. Annual Review of the Budget Committee's Terms of Reference.

For members to review and approve the Committee's Terms of Reference (enclosed).

7. Finance Report.

Report of the Clerk (enclosed) to approve the Accounts to date.

8. Audit and Financial Matters. Including

8.2 To authorise the Chair to sign Section 1: AGAR 2024/2025.

8.3 To authorise the Chair to sign Section 2: AGAR 2024/2025.

8.4 To appoint an auditor for 2026/27 and 2027/28.

The current auditor is Holden and Company – Longridge.

9. Three-Year Finance/Business Plan.

Report of the Clerk (enclosed) to consider the Council's Three-Year Financial/Business Plan.

10. Grant Applications.

Report of the Clerk (enclosed) for members to consider grant requests from:

- Lancashire School Sailing Assoc. for £2,452 as a contribution towards improvements to the Spade Mill Gate entrance, see Appendix 1.
- u3a for £3,248 towards general costs, publicity and keeping the service available and affordable to Longridge residents, see Appendix 2.
- Longridge Youth Band for £500 towards the cost of a new Tuba, see Appendix 3.
- Royal British Legion (Longridge Branch) for £1,245 (ex VAT) as a contribution towards the funding of a Ceremonial Parade Standard and its accessories, see Appendix 4.

11. RVBC Shared Prosperity and Jubilee Fund 2025/26 - Expression of Interest

Report of the Clerk (enclosed) for members to consider which schemes the Town Council submit an Expression of Interest.

12. Former Royal British Legion Club – Towneley Road.

Report of the Clerk (enclosed) to provide an update on the latest situation and to seek approval for expenditure.

ITEMS for INFORMATION/DISCUSSION**13. Updates on Actions from Previous Meetings.**

Report of the Clerk (enclosed) updating members on actions from previous meetings.

14. Consideration of matters not on the agenda.

An opportunity for members and the Clerk to suggest items for future meetings.

15. Schedule of Meetings.

For Consideration

Mike Hill

Clerk and Responsible Financial Officer to Longridge Town Council.

Longridge Town Council
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Mission Statement

Endeavour through foresight and leadership, to enhance quality of life for residents and visitors.
Working to enrich and nurture opportunity to protect and improve the built and natural environment and improve community pride.





Longridge Town Council

Budget Executive Committee – Draft Minutes

Date:	23 October 2024		
Place:	Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: R. Walker (Chair), P. Smith and J. Rogerson.		
In attendance:	Town Clerk.		
Meeting started:	19:05	Meeting closed:	21:05

241023/

1. WELCOME BY THE CHAIR.

The Chair welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE.

Apologies were accepted from Cllr. Rainford and Cllr. Stubbs.

3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND WRITTEN REQUESTS FOR PECUNIARY INTEREST DISPENSATION

Cllr. Rogerson expressed interest in Agenda Item 7 (Grant Application).

4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 25 SEPTEMBER 2024.

The minutes were agreed as a correct record and signed by the Chair.

5. PUBLIC PARTICIPATION.

There was no public participation.

6. FINANCE REPORT

The Clerk submitted a report seeking approval for the accounts to date and the Schedule of Payments.

RESOLVED THAT THE COMMITTEE:

- Approve the accounts to date.
- Approve the Schedule of Payments as set out in the Report and in the Table below.

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Ref.
1	1031	SY Maintenance	Garden and handyman services	330.00	-	330.00	Paid	
2	36787	TV Shaw	Legal Services (Rent Review)	102.00	17.00	85.00	Paid	
3		Longridge Locks	Replace locks of flag poles (keys lost)	240.00	48.00	192.00	Paid	
4	6001875605	Waterplus	Utility provision	435.99	-	435.99	DD	
5	2099	Maxi Fire and Security	Replace battery (due December 2023)	42.00	7.00	35.00	Paid	
6	1032	SY Maintenance	Bark for Council garden area	55.00	-	55.00	31/10/24	
7	60191	TPCS	Telephony and comms. provision	44.10	7.35	36.75	Paid	
Totals:				1,249.09	79.35	1,169.74		

7. GRANT APPLICATION.

The Clerk submitted a report requesting members to consider a grant request from Longridge Social Enterprise Company (LSEC) for a contribution of £15,000 towards improvements to the ceilings, flooring, lighting, and sound proofing etc. at the Longridge Civic Hall.

RESOLVED THAT COMMITTEE:

Authorise the Clerk to contact LSEC and:

- a. Request additional information regarding certain aspects of the grant application.
- b. Invite LSEC to a meeting with members of the Estates Committee.

8. REMEMBRANCE SUNDAY – APPLICATION TO LAY AN ADDITIONAL WREATH.

The Clerk submitted a Report asking members to consider an application from a Ribble Valley resident for the Council, on Remembrance Sunday, to lay a purple poppy wreath to commemorate Animals in War.

The Report noted that other councils in the Ribble Valley, including Clitheroe Town Council have also been approached and have agreed to the request.

RESOLVED THAT COMMITTEE:

- a. Approve the purchase (£25) of a Purple Poppy wreath.
- b. Agree to laying the wreath at the First World War Memorial on Remembrance Gardens.
- c. Nominate Cllr. Walker as the wreath bearer.

Please note that Cllr. Rogerson abstained on this resolution.

9. SOFTWARE ACCOUNTING PACKAGE.

The Clerk submitted a Report for members to consider reinstating a software accounting package, for use by the Town Clerk.

The report noted that there are very few software packages that are designed specifically for parish and town councils that embrace the requirements of the Annual Governance and Accountability Return (AGAR), as well as offering budget, VAT management and bank reconciliation capabilities, one is Scribe another is Parish Council Accounts.

RESOLVED THAT COMMITTEE:

Approve the purchase and use of 'Parish Council Accounts' as set out in the Report.

10. DRAFT BUDGET FOR 2025/26.

The Clerk submitted a Report updating members on the preparations for the Council's 2025-26 precept and to seek their considerations on the level of expenditure and the services it intends to deliver in 2025-26.

Members were reminded that Town and Parish Councils irrespective of their size, have a statutory duty to prepare an annual budget.

RESOLVED THAT COMMITTEE:

Request the Clerk to:

- a. Submit a report to the next meeting of the Full Council recommending a 2025/26 precept of £98,195.
If accepted by Full Council, this would be a 2.5% increase in the Band D tax base and would equate to an annual charge of £30.02.
- b. Confirm the dates when the Council's play equipment is inspected.
- c. Submit a report the next meeting of the Estates Committee regarding allotment charges and the date invoices are sent out.

11. BANKING CONSIDERATIONS

The Clerk submitted a report asking members to consider transferring funds from the current NatWest current account to a Unity Bank savings account.

The report noted that the Council have two main deposit accounts, one is held with Unity Trust Bank, this is used on a day-to-day basis to receive, transfer and pay money out. The other account is held with NatWest and is used for the Council's General Reserves. The NatWest account has funds of more than £107,000, is relatively dormant and accrues very little interest.

Cllr. Rogerson reminded the Committee that the Financial Services Compensation Scheme, which guarantees to protect funds of up to £85,000 applies to funds in a bank not just to a single account.

RESOLVED THAT COMMITTEE:

Request the Clerk to prepare a report to a future Budget Committee meeting setting out banking options for both a General Reserve and an Earmarked Reserve.

12. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

The Clerk noted that most of the actions had been completed or were ongoing.

RESOLVED THAT COMMITTEE:

Note the Report

13. CONSIDERATION OF MATTERS NOT ON THE AGENDA.

No additional items were discussed.

14. SCHEDULE OF MEETINGS.

Budget Committee:

Wednesday 20 November 2024 at 7pm

Full Council:

Wednesday 13 November 2024 at 7.00pm.

Wednesday 11 December 2024 at 7.00pm

15. CONTRACT AWARD – INSTALLING CHRISTMAS TREES. (PART 2 ITEM)

The Clerk presented members with quotes for the installation of Christmas Trees.

RESOLVED THAT COMMITTEE:

- a. Nominated Lentech (Northwest) Limited as the preferred installer.
- b. Request the Clerk to inform the bidders of the Council's decision.

SIGNED BY CHAIR FOR THE MEETING:

DATE:

A signed copy is on file.

<p>Longridge Town Council Council Offices The Station Building Berry Lane Longridge PR3 3JP</p>		<p>clerk@longridge-tc.gov.uk 01772 782461 07495 473 845 www.longridge-tc.gov.uk</p>
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Mission Statement

Endeavour through foresight and leadership, to enhance quality of life for residents and visitors.
Working to enrich and nurture opportunity to protect and improve the built and natural environment and improve community pride.



For Information

Budget Executive Committee Terms of Reference

Adopted: 29 May 2025

Chair: Cllr.

Minute Ref.: 250529/7

The policy is administered by the Town Clerk and will be reviewed annually.

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OBJECTIVES OF THE COMMITTEE

The Budget Executive Committee is constituted as a Standing Committee of the Full Council and is appointed to consider and make decisions on matters relating to grants, the Council's annual budget and other financial matters.

1. The Committee is appointed at the Annual Meeting of the Town Council each May.
2. The Committee has 5 (five) Councillors plus Mayor and Deputy Mayor (if required) plus Town Clerk to the Council.
3. The Committee will elect a Chairman and Vice Chairman at its first meeting.
4. The quorum for a meeting will be a minimum of 3 (three) Councillors.
5. The Committee may, if it wishes co-opt councillors from other committees to attend meetings for quorum requirements.
6. The Committee will meet monthly (or as required), with a minimum of three days clear notice given.
7. The Town Clerk will produce an agenda and minutes for each meeting.
8. All correspondence should be conducted through the Town Clerk.
9. **Rights, Powers and Responsibilities:**
 - The Committee will authorise grants up to the value of £1,000 each.
 - Assess and recommend to the Full Council grant applications over the value of £1,000
 - Assess the financial needs of the Council in relation to Budget setting and the Council's Annual Precept.
 - Oversee financial audits.
 - Approve Finance Reports.
 - Authorise matters relating the Annual Governance and Accountability Return (AGAR).
10. The Terms of Reference will be reviewed annually.

Agenda Item 7

Report For Decision



Longridge
Town Council

Budget Committee

Meeting Date: 29/05/2025

Title: Finance Report

Submitted by: Clerk and Responsible Financial Officer

Purpose of the report:

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

Recommendations:

1. Approve the Report and specifically the:
2. Schedule of Payments.

Schedule of Payments to be considered for approval.

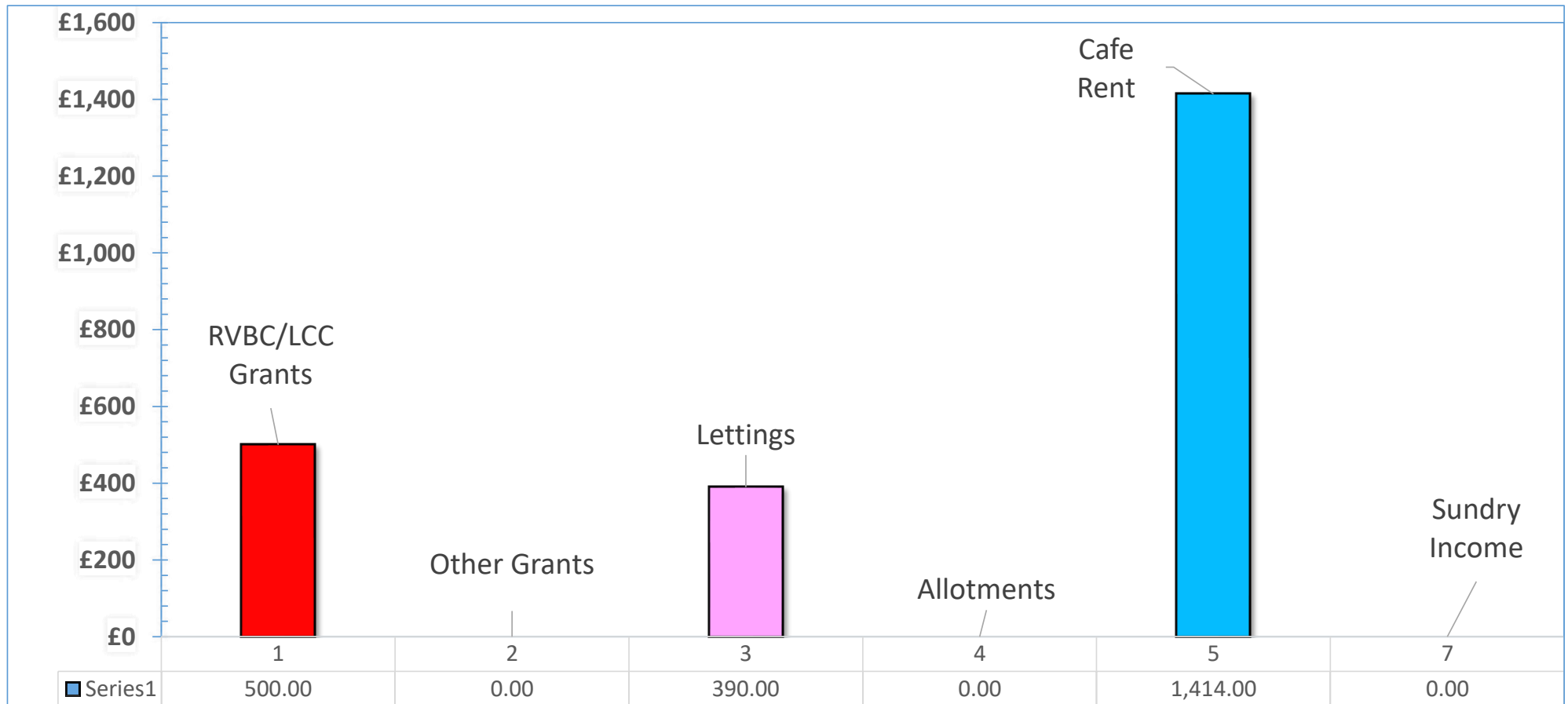
#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	INV-0632	Keighley Plumbing	Boiler service and repair	358.92	71.78	208.92	Paid	25/04/25
2	Co-op	Heritage Centre	Provision of tea and biscuits etc. VE Day	17.78	-	17.78	Paid	09/05/25
3	4435662	Eureka	Provision of toilet rolls	71.76	11.96	59.80	Paid	19/05/25
4	3409	Little Town Farm Shop	Propane Gas	80.00	13.33	66.67	Paid	19/05/25
5	-	VE Day Shop display	£250 + £125 x 2 to charity of choice	500.00	-	500.00		
6	-	Ben Ashworth	Fell and remove large pine tree. RVBC planning approval given	1,020.00	170.00	850.00		29/05/25
7		Cllr. Jameson	Expenditure relating to Mayor Making hospitality (food)	169.49	-	169.49		
				2,217.95	267.07	1,872.66		

Note: Approval is not usually sought for Direct Debits and people or organisations where the Town Council has a contractual relationship.

Receipts for the period 1st April 2025 to 31st March 2026.

Bank		Income Streams											
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	From Reserves	Totals
									Rent	Utilities			
01/04/25	DD	Café Rent							707.00				707.00
07/04/25	accy055762	Precept	98,195.00										98,195.00
08/04/25	G-05/25	The Gatherings (Andrew)					100.00						100.00
09/04/25	..104219	HMRC VAT		3,865.51									3,865.51
14/04/25	legl005069	VE Day Grant			500.00								500.00
22/04/25	CAG-85	Comm.Art Group					200.00						200.00
01/05/25	DD	Café Rent							707.00				707.00
13/05/25	U3A	Various groups					90.00						90.00
Total as at 20/05/2025:			98,195.00	3,865.51	500.00	0.00	390.00	0.00	1,414.00	0.00	0.00	0.00	104,364.51

Revenue Streams



Total £ 2,304.00

Summary of Receipts and Payments at 20/05/25

£

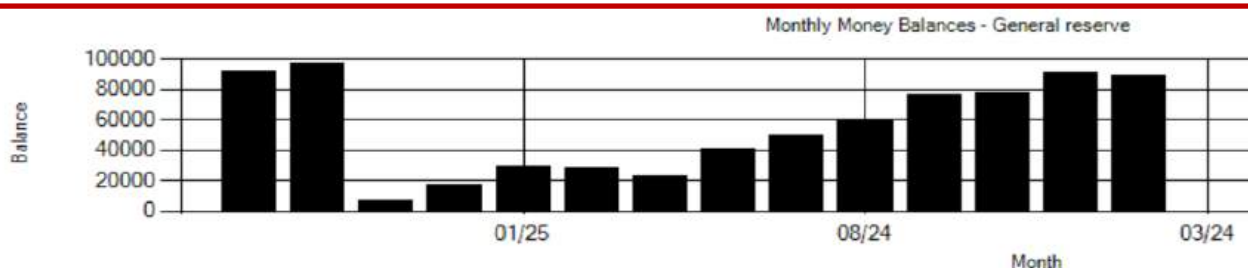
Balance carried forward 1 April 2025:	6,370.32
Add total receipts to date:	104,364.51
Less total payments to date:	-18,880.47
Balance:	91,854.36

£

Unity Bank Account Balance at 20 May 2025:	91,854.36
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From Accounting System

If these two figures are different an explanation is required.



Monthly Money Balances

05/25	91,854.36	11/24	23,061.47	05/24	91,466.30
04/25	97,463.81	10/24	40,655.60	04/24	88,551.35
03/25	6,370.32	09/24	50,197.01	03/24	0.00
02/25	16,550.33	08/24	60,457.78	02/24	0.00
01/25	28,862.44	07/24	76,993.42	01/24	0.00
12/24	28,316.36	06/24	77,243.20	12/23	0.00

Nat West - Account No. 1

£

Balance carried forward April 2025:	88,202.46
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Balance 30 April 2025:	88,290.90
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Nat West - Longridge Town Council

£

Balance carried forward 1 April 2025:

5,000.00

We acknowledge as the members of:

Longridge Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

29/05/2025

and recorded as minute reference:

250529/8.2 MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

www.longridge-tc.gov.uk PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2024/25 for

Longridge Town Council

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	112,048	112,352	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	88,602	94,077	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	32,871	50,359	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	17,424	31,468	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	103,745	125,747	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	112,352	99,573	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	112,352	99,573	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	766,042	766,042	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)		✓		The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE

Date

20/05/2025.

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED



Meeting:	Budget Executive Committee
Meeting Date:	29 May 2025
Title:	Three-Year Finance/Business Plan
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider a Three-Year Financial/Business Plan (attached as Appendix 1).

2. Background.

Members will be aware that RVBC have announced a new round of grant funding from the Shared Prosperity and Jubilee Fund. Grants of up to £100,000 are available and Expression of Interest need to be submitted to RVBC by 30 May 2025.

3. Need for a Finance/Business Plan.

Any grant requests in excess of £10,000 require the submission of a Three-Year Finance/Business Plan. A draft Plan is shown in Appendix 1.

4. Members are recommended:

To consider and approve the Three-Year Plan attached as Appendix 1 to the Report.



Draft Three-Year Finance/Business Plan (2025/26– 2027/28)

Adopted: 29 May 2025

Chair:

Minute Ref.: 250529/9

The document is administered by the Town Clerk and will be reviewed annually.

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1. INTRODUCTION

Longridge Town Council serves as the first tier of local government for the parish of Longridge, within Ribble Valley Borough, Lancashire.

With a population of approximately 8,289 (2021 Census) and a precept-funded budget, the council manages local assets including the former railway station, provides grants to community organisations, and acts as a statutory consultee for planning.

This plan outlines financial and operational priorities to enhance community services, maintain infrastructure, and ensure fiscal responsibility over the next three years.

2. VISION AND STRATEGIC OBJECTIVES

Vision: To enhance the quality of life in Longridge for its residents, workers and visitors, by delivering sustainable services, preserving heritage, and fostering community cohesion and engagement.

Objectives:

- **Financial Sustainability:** Maintain a balanced budget, build reserves, and optimise precept use.
- **Community Development:** Support local organisations, events, and community initiatives.
- **Infrastructure and Heritage:** Maintain and improve public spaces and heritage assets (e.g. former railway station).
- **Environmental Responsibility:** Promote green initiatives, litter reduction and environmental awareness.
- **Engagement:** Strengthen resident participation through transparent communication, consultation and co-option.

3. FINANCIAL CONTEXT AND ASSUMPTIONS.

- **Precept (2025/26):** £98,195.
- **Additional Income:** £70,000 (e.g., grants, rents, fees).
- **Total Income (2025/26):** £168,195, to be increased by 3.5% annually.
- **Expenditure (2025/26):** £160,000, increasing by 3% annually.
- **Reserves:** Assumed general reserves of £80,000 (50% of expenditure, per best practice).
- **No Borrowing:** Plan assumes no loans, as the Council will rely on the precept, income and reserves.
- **Inflation:** Built into the 3% expenditure rise; income growth (3.5%) exceeds this to offset cost.

4. THREE-YEAR FINANCIAL PLAN

The table below summarises income, expenditure, and reserves, applying the specified growth rates.

Category	2026/27 £	2027/26 £	2027/28 £
Income			
Precept (3.5% increase)	102,000	105,570	109,265
Additional Income (3.5% increase)	70,000	72,450	74,986
Total Income	172,000	178,020	184,251
Expenditure			
Total Expenditure (3% increase)	160,000	164,800	169,744
Total Expenditure	160,000	164,800	169,744
Surplus/(Deficit)	12,000	13,220	14,507
Reserves (Opening)	80,000	92,000	105,220
Reserves (Closing)	92,000	105,220	119,727

Notes:

- Surpluses are added to reserves to strengthen financial resilience.
- Reserves exceed the recommended 50% of expenditure (£80,000 – £84,872), allowing flexibility for unforeseen costs or projects and any impact of local government devolution.
- Expenditure is treated as a single line item, which aligns with typical parish council costs (e.g., staffing, maintenance, grants etc.).

5. OPERATIONAL PLAN AND KEY INITIATIVES

5.1 YEAR 1 (2025/26):

- **Community Support:**
Invest £1,000 to carry out a viability survey in bringing the disused Royal British Legion Club back into community use.
- **Christmas and Event Displays (banners and lighting):**
Continue with the Christmas and event lightening project with expenditure of around £15,000 from reserves.
- **Environment:** Contribute £5,000 to promote the ‘greening’ of Berry Lane.
- **Public Spaces:** Invest £5,000 in the new Community Garden (e.g., accessibility upgrades, picnic tables and benches) and the Longridge Loop. Pursue external grants to offset costs.
- **Heritage Maintenance:** Allocate £3,000 to bring the old train station junction box back to Longridge

5.2 YEAR 2 (2026/27):

- **Heritage Maintenance:** Allocate £20,000 to maintain the former railway station (heritage centre, café and Council offices).
- **Engagement:** Launch a resident survey (£2,000) to shape 2026/27 priorities, using online platforms and noticeboards.
- **Community Support:** Subject to the outcome of a viability report invest £20,000 in bringing the disused Royal British Legion Social Club into community use.
- **Reserves Strategy:** Earmark £10,000 of surplus for a future capital project (e.g., town centre enhancements).

5.3 YEAR 3 (2027/28):

- **Town Centre Investment:** Bid for £50,000 funding to improve Berry Lane facilities, budgeting £5,000 for bid preparation.
- **Green Infrastructure:** Install energy-efficient lighting and heating in council facilities (and spaces (£10,000), reducing long-term costs.
- **Community Leadership:** Establish a Longridge Community Forum (£3,000) to unite stakeholders for shared goals, inspired by similar councils.
- **Financial Planning:** Review precept for 2028/29, consulting residents to maintain affordability while funding growth.

6. Budget Allocation (Indicative)

To provide context, expenditure is split based on typical parish/town council patterns, staying within the £160,000 (2025/26) cap:

Item	2026/27 (£)	Notes
Staff, Clerk, admin, gardener etc.	55,000	Full-time clerk, part-time support, 3% rise
Open Spaces (e.g., gardens)	30,000	Maintenance, upgrades
Heritage Assets (station)	20,000	Repairs, utilities
Community Grants	20,000	Voluntary groups
Events	15,000	Community celebrations
Admin (survey, website)	10,000	Office costs, engagement tools
Contingency	10,000	6.25% of expenditure
Total	160,000	Increases by 3% annually

Notes:

- Allocations are flexible and can be adjusted based on council priorities.
- Contingency ensures resilience against unexpected costs (e.g., repairs, legal fees).

7. Risk Management

- **Financial Risks:**
 - **Risk:** Grant income may not materialise.
 - **Mitigation:** Diversify sources (e.g., Lottery) and maintain reserves.
 - **Risk:** Expenditure rises above 3% due to inflation.
 - **Mitigation:** Monitor costs quarterly; adjust precept if needed.
- **Operational Risks:**
 - **Risk:** Councillor vacancies disrupt governance.
 - **Mitigation:** Recruit and train new members promptly.
- **External Risks:**
 - **Risk:** New LCC Combined Authority caps precept and limits income.
 - **Mitigation:** Advocate via National Association of Local Councils (NALC); seek grants.

8. Monitoring and Reporting

- **Annual Review:** Report financial performance at the Annual Meeting of Electors.
- **KPIs:**
 - Keep reserves above 50% of expenditure.
 - Income growth (3.5%) sustained via grants and fees.
 - Resident satisfaction (survey) above 70%.
 - At least 75% of grant applications successful.
- **Transparency:** Publish budgets monthly on website and noticeboards.

9. Consultation and Approval

- **Public Consultation:** Hold a budget consultation in January 2026, using Station Buildings and online channels.
- **Council Adoption:** Approve revised plan at the February 2026 council meeting.
- **Guidance:** Align with NALC's financial best practices.

10. Conclusion

This plan ensures Longridge Town Council leverages its £172,000 starting income to deliver essential services while building reserves (from £80,000 to £119,727). Strategic investments in heritage, public spaces, and community engagement, supported by grants, will enhance Longridge's appeal. Annual consultations and robust monitoring will keep the council accountable and responsive.

Agenda Item 10

For Decision/Discussion



Longridge
Town Council

Meeting:	Budget Committee
Meeting Date:	29 May 2025
Title:	Grant Applications
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

Report of the Clerk (enclosed) for members to consider grant requests from:

- Lancashire School Sailing Association for £2,452 as a contribution towards improvements to the Spade Mill Gate entrance, see Appendix 1.
- u3a for £3,248 towards general costs, publicity and keeping the service available and affordable to Longridge residents, see Appendix 2.
- Longridge Youth Band for £500 towards the cost of a new Tuba, see Appendix 3.
- Royal British Legion – Longridge Branch for £1,245 (ex VAT) as a contribution towards the funding of a Ceremonial Parade Standard and its accessories, see Appendix 4.

I have carried out initial vetting of the above applications and they have all provided their constitution or similar relevant documents. **Note:** The Longridge Branch of the Royal British Legion does not currently have its own Bank Account.

2. Financial Considerations:

Members will recall that in November 2024, they allocated a budget for grant applications in 2025/26 of £20,000. To date the Town Council has approved grants to the value of £3,050.

3. Background.

Members are reminded that each year the Town Council makes funds available to local voluntary and community groups to support activities and projects of direct benefit to the community of Longridge.

To request a grant, an application form needs to be completed explaining what the group does, how much money is requested, for what purpose, and how the people of Longridge would benefit. The application should be submitted with a copy of the applicant's latest accounts and any formal constitution.

Each application should be considered on its individual merits, and if it is not possible for the Town Council to meet the request in full, an award of a lesser amount may be offered.

Grants of up to £1,000 can be agreed by the Budget Committee, grants for more than £1,000 must be agreed at a Full Council meeting.

4. Members are recommended:

- a. To consider each application.
- b. Authorise the Clerk to inform the applicants of the Budget Committee's decision and if appropriate make the necessary arrangements for payment, or if a grant application was in excess of £1,000 submit the application to Full Council, noting the considerations of the Budget Committee.



Grant Application

Thank you for applying for a grant from Longridge Town Council. Your application will be considered by a small Committee of Councillors who will make recommendations to Full Council.

The Committee will carefully consider your application, so please provide all the information requested. Please also supply any additional information you think will help Councillors understand your need for financial support. If you wish to discuss your application please contact Mike Hill, the Town Clerk, using the telephone number or email address below.

Name of Organisation	Lancashire School Sailing Association		
Address of Organisation. This should be the base if you have, or the venue where your activities are usually carried out.			
16, Lostock Road, Croston, Lancashire PR26 9HT			
Charity Number (if applicable). If you are not a registered charity please enclose a copy of your constitution, and a copy of your most recent accounts.			
Constitution attached	N/A	Copy of accounts attached	YES
Charity Number	1169755		
Contact Name. Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer.			
John McCann LSSA Chair Trustees			
Contact Address. Of the person completing this form including post code.			
16, Lostock Road, Croston, Lancashire PR26 9HT			



Telephone:	01772 600 768	Mobile:	077562 926 582
Email:	SailLSSA@aol.com		
Briefly describe the objectives of the organisation or group and how it benefits the residents of Longridge.			
<p>Background - Lancashire School Sailing Association (LSSA) originally formed in 1996 (and a Charity since 2016) is a volunteer led youth organisation promoting a wide range of dinghy sailing & paddlesports. The Association has been positively impacting the lives of young people for over 50 years, by engaging them in Watersports, especially those growing up in some of the Northwest's most disadvantaged communities. The Association manages and operates youth Watersports at Spade Mill, Reservoir Longridge (PR3 2YL), where we have a number of kayaks, canoes, dinghies etc, and all the necessary safety equipment e.g. safety boats, buoyancy aids, helmets, clothing, etc used as a community resource permanently based at this site. The current Longridge based regular users of Spade Mill are Hothersall Lodge (Lancashire County Council OEC), West Lancashire Scouts and Longridge Air Cadets with informal links to other statutory organisations & charities, enabling their young people access to Watersports on an ad-hoc basis. More recently with the number of non-statutory youth services being cut by local authorities our charity has attempted to fill some of the gaps, in sections of outdoor education activities, affecting disadvantaged communities. It is organisations like ourselves who are stepping up to the mark to support young people in Lancashire helping both their physical & mental health.</p> <p>Aims & Objectives - To fulfil our aims the Association has developed an operating model, based around our membership of youth based User Groups from both the voluntary & educational sectors, providing low-cost access to a range on water activities, removing barriers for Young People to engage in Watersports. We aim to continually develop our offering of exciting outdoor water based activities and were possible introduce new sports e.g. Stand up Paddle Boarding.</p>			
Purpose for which any financial support is requested.			
<p>Lancashire School Sailing Association wants to improve the Gate Entrance to our Watersports venue at Spade Mill Reservoir which currently opens directly onto the B6243 Lower Road, Longridge PR3 2YL. We wish to change this arrangement to a 'recessed entrance' so vehicles can be parked off the road whilst opening and closing the gates.</p> <p>The purpose of this application is to cover the costs associated with both the professional fees preparing the Gate Entrance Designs and submitting LA Planning Permission totaling £2,452</p> <p>For details of the full costs of improving the Spade Mill Gate Entrance please see a breakdown of costs in the details below.</p>			



Amount Requested:

Please describe the level of financial support requested from the Council, and supply details of costs, including copies of invoices, quotations, price lists, or any additional information to show how you have arrived at the sum requested.

Amount Requested	£2,452
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Details:

The total cost of improving the **Spade Mill Gate Entrance** is estimated at £22,555 as detailed breakdown of costs below, of which this grant funding application of £2,452 will cover the professional and planning fees. It is envisaged the balance of costs for the entrance gated construction works (including a 5% contingency), will be met by large grant applications e.g. S106 funds, after planning permission has been granted.

Item	Description	Cost	Inc. VAT
1	Professional Fees - to complete and submit the new entrance designs for approval	£1,750	£2,100
2	Planning Costs - submission to Ribble Valley Planning Office	£293	£352
3	Construction Costs - based on quotation from an approved civil engineering company	£15,853	£19,023
4	Contingency - based on 5% of the total costs	£900	£1,080
		Total Costs	£22,555

Confirmation:

I/we agree that I/we will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place.

I confirm that the information given above is correct.

Name of Applicant (please print)

John McCann


Signature of Applicant: *J McCann*

Date: 11th April 2025

Mike Hill

Clerk and Responsible Financial Office to Longridge Town Council.

 clerk@longridge-tc.gov.uk

 01772 782 461

 07855 183 444

 www.longridge-tc.gov.uk



Account Transaction Details

LANCASHIRE SCHOOL SAILING ASSO
16 LOSTOCK ROAD
CROSTON
LEYLAND
LANCASHIRE
PR26 9HT



Chorley Branch
46 Market Street
Chorley
Lancs

At 11 April 2025 2:13 pm

Branch Sort Code: 010085
Account Number: 15332950 - Business Current

PR7 2RZ

Page 01 of 02

Date	Type	Description	Withdrawn	Paid In	Balance
09-Apr-2025	Telephone / On-Line	RYCROFT CJ CR FIRST AID VIA ONLINE - PYMT		£10.00	£4,664.79
09-Apr-2025	Telephone / On-Line	RYCROFT CJ CR 2024 AAMF VIA ONLINE - PYMT		£18.50	£4,654.79
08-Apr-2025	Telephone / On-Line	SEA CADET BLACKB BSCC 2024 MF VIA MOBILE - PYMT		£107.50	£4,638.29
08-Apr-2025	Telephone / On-Line	SEA CADET BLACKB BSCC 2024 WF VIA MOBILE - PYMT		£411.00	£4,530.79
07-Apr-2025	EBP	RYA RYA FEE A/C T8059 FP 06/04/25 40 62071546774313000N	£170.00		£4,119.79
07-Apr-2025	Automated Pay In	ROGERSON PA LSSA FIRST AID FP 06/04/25 1623 860856813261804001		£20.00	£4,289.79
18-Mar-2025	Direct Debit	E.ON NEXT LTD A-A3269D3D-001	£14.66		£4,269.79
14-Mar-2025	Automated Pay In	STONYHURST COLLEGE 001929 - STONYHURS		£107.50	£4,284.45
14-Mar-2025	STATEMENT PRODUCED				
12-Mar-2025	EBP	JE & KM MCCANN JE & KM MCCANN FP 12/03/25 40 29023151619941000N	£218.02		£4,176.95
06-Mar-2025	EBP	THURRA LTD INV.63561 FP 06/03/25 40 43023210057767000N	£240.00		£4,394.97

Items with today's date have still to be confirmed and are included for information purposes only.

Longridge u3a

Longridge Town Council Grant Application - 2025

Name of Organisation	Longridge u3a
Address Where Most Activities are Carried Out	Civic Hall 1 Calder Avenue, Longridge PR3 3HT
Constitution Attached	Yes
Copy of Accounts	Yes
Charity Number	1180102
Contact Name	Pat Gardner - Publicity
Contact Address	1 Dovedale Gardens, Lower Lane Longridge PR3 3SF
Telephone	07531210319
Email	publicity4longridgeu3a@gmail.com

Description of Objectives and How It Benefits Longridge Residents

The objectives of Longridge u3a is to foster lifelong learning and community engagement in older people and those who have retired from full time work. It has been in place in Longridge since 2014 and is affiliated with the National u3a Trust. It provides an environment where people can come together socialise, make friends and have fun. There are currently over 300 members with 33 groups running each month as well as other events, workshops and courses. Longridge u3a actively contributes to building a happy community of members, promoting social connections, wellbeing and lifelong learning, fostering a thriving community across Longridge and the surrounding area, making a lasting difference for people in their third age.

Purpose of Financial Support

- Expenses towards general social gatherings and meetings, for example, monthly social meetings, convenors lunch, volunteers get together and Christmas party. Rent for the monthly Trustees meetings. Rent and resources for new groups just setting up.
- Publicity and printing costs including newsletters, information packs for new trustees and group convenors and group printing for members. Advertising for Goosnargh and Longridge Show. Stationery and sundries etc.
- Expenses for new groups and a new venture just starting in April 2025 which will provide one-off Activities, Courses, Events and Workshops (ACE WORKSHOPS). The money will help fund some room rent and some resources.

Keeping our service accessible to everyone means keeping cost as low as possible. Membership fees have remained the same for a number of years now allowing more affordable access to everyone at a time when everyday living is getting more expensive.

Amount Requested	£3,248		
Details:			
Social Gatherings/ Meetings			
	Monthly Meetings with a speaker	Room Hire – Civic Hall @ £100 x 12	£1,200
		Speakers @ average of £80 x 12	£960
	Trustees Meetings	Room Hire – Council Room @ £20 x 12	£400
	Annual Convenors lunch	Room Hire – Christ Church £10 x 4 hours	£40
	Volunteers get together	Room Hire – Cricket Club £10 x 2 hours	£20
		Sub-Total	£2,620

Publicity	Advertising	Longridge & Goosnargh Show - ADV Print	£100
	Printing	Newsletters @ £17.50 x 4 times\year	£70
		Christmas Cards	£148
		Information Packs	£130
		New Trustees Packs	
		Convenors Packs	
		Sub Total	= £448
Support for New Groups and ACE WORKSHOPS		Room Hire / Resources (projected figure)	£180
		Subtotal	=£180
		Total	= £3,248

Confirmation:

We agree that we will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place. I confirm that the information given above is correct.

Name of Applicant

Pat Gardner

Signature of Applicant:

[Signed copy on file](#)

Date:

[16 05 2025](#)

View Mini Statement

Account: 0892996719882900

Balance Details

Available balance: £ 2,818.32

Current balance: £ 2,818.32

Overdraft limit: £ 0.00

Remaining overdraft: £ 0.00

Your balance as of: 30/04/2025

Transactions list:

Transaction date	Bank reference	Customer reference	Type of payment	Credit amount (GBP)	Debit amount (GBP)	Balance (GBP)
30/04/2025	Longridge Cricket	Cricket Club	Standing Order		✓ £ -150.00	£ 2,818.32
30/04/2025	Third Age Trust Tr	TATTL-9818	Standing Order		✓ £ -872.00	£ 2,968.32
29/04/2025	J Clark and J Coar	CLARK JA	Faster Payment	✓ £ 30.00		£ 3,840.32
28/04/2025	guitar venue fees	ROBERT KEMP	Faster Payment	£ 65.00		£ 3,810.32
28/04/2025	DOREE & GEOFF PORTER	PORTER G & D	Faster Payment	✓ £ 40.00	✓	£ 3,745.32
28/04/2025	TATTL-9037	Third Age Trust Tr	Standing Order		✓ £ -300.00	£ 3,705.32
28/04/2025	TATTL-10639	Third Age Trust Tr	Standing Order		✓ £ -50.00	£ 4,005.32
24/04/2025	Yvonne Heaney	YVONNE HEANEY	Faster Payment	✓ £ 30.00		£ 4,055.32
24/04/2025	BENTE LOUDON	Loudon Bente	Faster Payment	✓ £ 20.00		£ 4,025.32
24/04/2025	S WELLS	S Wells	Faster Payment	✓ £ 20.00		£ 4,005.32
23/04/2025	Carol Ann Pell	C Pell	Faster Payment	✓ £ 30.00		£ 3,985.32
23/04/2025	WALKER-GRIFFITHS	Walker Teresa	Faster Payment	✓ £ 30.00		£ 3,955.32
23/04/2025	MEMBERSHIP RENEWAL	J Atkinson	Faster Payment	✓ £ 20.00		£ 3,925.32
23/04/2025	R Parry single	PARRY R & J	Faster Payment	✓ £ 20.00		£ 3,905.32
23/04/2025	4988243029068248 CARD	8248 AMZNMktplace*	Purchase		£ -26.49	£ 3,885.32
22/04/2025	2025-26 ANNUAL	GEOFFREY WOODS	Faster Payment	✓ £ 20.00		£ 3,911.81
22/04/2025	J. Matthews	MATTHEWS J&I	Faster Payment	✓ £ 20.00		£ 3,891.81
22/04/2025	Deb Cowles art	S Cowles	Faster Payment	✓ £ 20.00		£ 3,871.81
22/04/2025	DW HARRISON FRENCH	HARRISON DW	Faster Payment	✓ £ 16.50		£ 3,851.81

22/04/2025	Cricket Club	Longridge Cricket	Standing Order		£ -550.00	✓ £ 3,835.31
22/04/2025	U3A	Longridge Civic Ha	Standing Order		£ -230.00	✓ £ 4,385.31
22/04/2025	Inv 3580	Advanced Print Sol	Standing Order		£ -150.00	✓ £ 4,615.31
✗ 11/04/2025	GEORGINA MARSDEN	Marsden Georgina	Faster Payment	£ 16.00	✓	£ 4,765.31
10/04/2025	inv202510	AJ V Designs	Standing Order		£ -100.00	✓ £ 4,749.31
10/04/2025	4988243029068248 CARD	8248 THE OLD STATI	Purchase		£ -19.60	✓ £ 4,849.31
09/04/2025	4575501281880000	000000 CREDIT	Own Account Credit	£ 310.00		£ 4,868.91
08/04/2025	L F PARKINSON	LESLEY PARKINSON	Faster Payment	✓ £ 20.00	✓	£ 4,558.91
07/04/2025	CARD 4988243029068248	8248 PO 11:37APR05	National Giro Credit	£ 2,030.00		£ 4,538.91
07/04/2025	36314 U3A	LINOTYPE SERVICES	Standing Order		£ -15.00	£ 2,508.91 ✓
04/04/2025	R Touray	TOURAY R	Faster Payment	✓ £ 16.50		£ 2,523.91
04/04/2025	U3A	Mrs E Cussans	Standing Order		£ -23.22	£ 2,507.41 ✓
03/04/2025	C J RAVENHILL	RAVENHILL C J	Faster Payment	✓ £ 30.00		£ 2,530.63
03/04/2025	Tattersall R & P	SUSAN TATTERSALL	Faster Payment	✓ £ 30.00		£ 2,500.63
02/04/2025	Carole Brown	BROWN CAROLE	Faster Payment	✓ £ 20.00		£ 2,470.63
01/04/2025	R B LYONS 2025	B Lyons	Faster Payment	✓ £ 30.00		£ 2,450.63
01/04/2025	Kemp membership	ROBERT KEMP	Faster Payment	✓ £ 30.00		£ 2,420.63
01/04/2025	T and M Sherry	SHERRY MWP	Faster Payment	✓ £ 30.00		£ 2,390.63
01/04/2025	K YATES	Yates Anne	Faster Payment	✓ £ 30.00		£ 2,360.63
01/04/2025	Joyce Westwell	Joyce Westwell	Faster Payment	✓ £ 20.00		£ 2,330.63
01/04/2025	Beeby AE	ANN BEEBY	Faster Payment	✓ £ 20.00		£ 2,310.63
01/04/2025	S M H TAYLOR	Taylor Susan	Faster Payment	✓ £ 20.00		£ 2,290.63
01/04/2025	SCARBOROUGH D U3A	Scarborough Diane	Faster Payment	✓ £ 20.00		£ 2,270.63
01/04/2025	KEITH HASSALL	Hassall Keith	Faster Payment	✓ £ 20.00		£ 2,250.63
01/04/2025	BJ SINGLETON	SINGLETON BJ	Faster Payment	✓ £ 20.00		£ 2,230.63
01/04/2025	JI FARADAY	FARADAY MT & JI X	Faster Payment	✓ £ 20.00		£ 2,210.63



Longridge
Town Council

Grant Application

Thank you for applying for a grant from Longridge Town Council. Your application will be considered by a small Committee of Councillors who will make recommendations to Full Council.

The Committee will carefully consider your application, so please provide all the information requested. Please also supply any additional information you think will help Councillors understand your need for financial support. If you wish to discuss your application please contact Mike Hill, the Town Clerk, using the telephone number or email address below.

Name of Organisation	LONGRIDGE BAND (YOUTH BAND)		
Address of Organisation. This should be the base if you have, or the venue where your activities are usually carried out.			
REAR OF THE DURHAM OX PUBLIC HOUSE 5 BERRY LANE LONGRIDGE. PR3 3JA.			
Charity Number (if applicable). If you are not a registered charity please enclose a copy of your constitution, and a copy of your most recent accounts.			
Constitution attached		Copy of accounts attached	
Charity Number	1166841		
Contact Name. Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer. BRIAN LAW			
Contact Address. Of the person completing this form including post code.			
LILAC COTTAGE, CATFORTH ROAD, CATFORTH, PRESTON, PR4 0HH.			



Longridge
Town Council

Grant Application

Telephone: 01772 690416 Mobile: 07563801287

Email: brian.lcw1@btinternet.com

Briefly describe the objectives of the organisation or group and how it benefits the residents of Longridge.

THE LONGRIDGE YOUTH BAND PROVIDES OPPORTUNITIES FOR YOUNGSTERS TO LEARN TO PLAY A BRASS INSTRUMENT FROM SCRATCH. WE PROVIDE INSTRUMENTS + TUITION IN A SAFE AND STRUCTURED ENVIRONMENT. THE YOUTH BAND TAKES PART IN THE LONGRIDGE FIELD DAY EVENT AND PERFORMS AN AVERAGE OF 4 TIMES PER YEAR.

Purpose for which any financial support is requested.

WE ARE FORTUNATE TO HAVE A YOUNG TUBA PLAYER WHO IS PROGRESSING VERY WELL AS A PLAYER. UNFORTUNATELY THE INSTRUMENT THAT HE USES IS IN A VERY POOR STATE AND DOES HAVE ITS LIMITATIONS ON SOME NOTES. THE GRANT WOULD BE USED TO PURCHASE A NEW 'WESSEX ELF Eb TUBA' (SEE ATT PICTURES). OUR YOUNG PLAYER IS NOW READY TO ADVANCE TO A BETTER INSTRUMENT.



Longridge Town Council Grant Application

Amount Requested:

Please describe the level of financial support requested from the Council, and supply details of costs, including copies of invoices, quotations, price lists, or any additional information to show how you have arrived at the sum requested.

Amount Requested

£ 500:00 .

Details: THE WESSEX ELF EB TUBA RETAILS AT A COST OF £1,500. WE WOULD PUT IN £500:00 AND WE WILL APPLY TO LONGRIDGE TOWN COUNCIL FOR £500:00, AND ALSO RIBBLE VALLEY BOROUGH COUNCIL FOR £500:00. (SEE ATT INVOICE)

Confirmation:

I/we agree that I/we will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place.

I confirm that the information given above is correct.

Name of Applicant (please print)

BRIAN LAW

Signature of Applicant:

Brian Law


Date:


16 MAY 2025


Mike Hill

Clerk and Responsible Financial Officer to Longridge Town Council.

 clerk@longridge-tc.gov.uk

 01772 782 461

 07855 183 444

 www.longridge-tc.gov.uk





← [Statements & transactions](#)

Transactions



LONGRIDGE BAND

Business Current

74934422 | 01-05-24

Account balance: £4,532.13

[Balance information](#)

① **£4,532.13**

Showing: All transactions, from 12 Oct 2024 to 12 Nov 2024

[Search](#)

Pending transactions (1) ①

Date ↓ Type Description

✓ 12 Nov 2024 003061

Hide ^

Paid in

Paid out

-£114.00



Chat to Cora



Thank you for applying for a grant from Longridge Town Council. Your application will be considered by a small Committee of Councillors who will make recommendations to Full Council.

The Committee will carefully consider your application, so please provide all the information requested. Please also supply any additional information you think will help Councillors understand your need for financial support. If you wish to discuss your application please contact Mike Hill, the Town Clerk, using the telephone number or email address below.

Name of Organisation	Royal British Legion (RBL) – Longridge Branch		
Address of Organisation. This should be the base if you have, or the venue where your activities are usually carried out.			
Currently in the process of securing a meeting venue			
Charity Number (if applicable). If you are not a registered charity please enclose a copy of your constitution, and a copy of your most recent accounts.			
Constitution attached	Y	Copy of accounts attached	Y/N
Charity Number	219279		
Contact Name. Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer.			
Natalie Eccles - Secretary			
Contact Address. Of the person completing this form including post code.			



Cloggers Farm,
Stanalee Lane
Whitechapel
Preston
PR3 2EQ

Telephone:	07964661787	Mobile:	07964661787
Email:	Natalie.eccles@btinternet.com		

Briefly describe the objectives of the organisation or group and how it benefits the residents of Longridge.

Longridge once had an active RBL branch, which dissolved by 2016 due to declining membership and an aging demographic – common challenges for RBL branches nationwide.

The branch's Standards were ceremonially laid up at Longridge High School, reflecting a community desire to preserve its legacy.

The history of Longridge suggests both a past connection to the Armed Forces community and a potential foundation for its revival.

The process to re-establish RBL Longridge branch has begun, branch number BR1475. Building on the town's historic ties to the RBL we believe a new Longridge Branch can thrive focusing on both remembrance and social engagement ensuring Longridge once again hosts a vibrant hub for the Armed Forces community.

The RBL Ceremonial Parade Standard is a significant visual symbol and reminder of the sacrifices made by those who served. It is used as part of



the Opening and Closing Ceremony of the Branch meetings, used for Formal parade occasions including Remembrance Services and Funerals for example.

RBL Longridge Branch will integrate into the community and provide:

1. **Remembrance Role:** Leading local Poppy Appeal efforts and Remembrance Sunday Services, partnering with Longridge Town Council and fostering community involvement and a sense of shared remembrance growing the parade to reflect a growing Longridge.
2. **Social Hub:** Hosting events like quizzes or veterans' breakfasts to foster camaraderie, appealing to Longridge's community-oriented culture
3. **Welfare Outreach:** Promote RBL's free helpline (0808 802 8080) and support services, addressing loneliness or financial needs among local veterans.

As of yet Longridge Branch (BR1475) does not have access to any bank accounts. We have started the process to sign over access of the bank accounts with Nat West and this is ongoing. We are aware there is a small balance on the account but have not seen any documented figures as of today however the figures verbally provided during our initial meeting with RBL Lancashire was:

General Account (for purchasing) - £4395.85



Purpose for which any financial support is requested.

Establishing a new RBL Longridge Branch will require a new Ceremonial Parade Standard.

The Standard serves as a visual symbol of the branch's identity and a place for members to gather and connect.

Any monies received from this grant will go towards the funding of the Ceremonial Parade Standard and its accessories.

Note: Uniform and training costs for a Standard Bearer will be requested through RBL and money raised independently.

Amount Requested:

Please describe the level of financial support requested from the Council, and supply details of costs, including copies of invoices, quotations, price lists, or any additional information to show how you have arrived at the sum requested.

Amount Requested	£ 1,245.00 (excluding VAT)
-------------------------	-----------------------------------

Details:

Normal Weight Branch Standard detailing Longridge Branch	£ 750
Ceremonial Parade Pole	£160
9ft long GOLD Cords and Tassels	£45
Brown leather sling with carrying bucket	£65
Small Standard stow away	£75
Pole Base for displaying Standard and Union Jack	£150
Total (Excluding VAT)	£1,245.00

**Confirmation:**

I/we agree that I/we will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place.

I confirm that the information given above is correct.

Name of Applicant (please print)

Natalie Eccles

Signature of Applicant:

Date: 01-05-25

Mike Hill

Clerk and Responsible Financial Officer to Longridge Town Council.

 clerk@longridge-tc.gov.uk

 01772 782 461

 07855 183 444

 www.longridge-tc.gov.uk



00196087
01945 0001/0001



Current Account

Date	Details	Withdrawn	Paid in	Balance
31 Dec 2012	BROUGHT FORWARD			1,661.34
23 Jan 2013	Credit No. 100945 010524		97.50	1,758.84

Account Number 74925946
313 Branch sort code 01-05-24
National Westminster Bank Plc

ROYAL BRITISH LEGION
LONGRIDGE BRANCH

00196085
01945 0001/0001



Business Reserve Account

Date	Details	Withdrawn	Paid in	Balance
31 Oct 2012	BROUGHT FORWARD			2,636.74
31 Dec	Interest 31DEC-NET 24296147		0.27	2,637.01

Account Number 24296147

ROYAL BRITISH LEGION LONGRIDGE
BRANCH

53

Branch sort code 01-05-24

National Westminster Bank Plc

00407920
2
00142 01

NatWest

Branch details
Longridge Branch
8 Berry Lane
Longridge
Preston
Lancs
PR3 3LB

Current Account

Summary 13 Jan 2010 to 13 Jan 2011
Sheet 89

Previous balance	325.95
Withdrawn	0.00
Paid in	0.00
New balance	325.95

L25110/00407920/F 010524/00142



MR G MAYNE
75 CHAIGLEY ROAD
LONGRIDGE
PRESTON
PR3 3TQ

For Bank use

Account Number 74934023
Branch sort code 01-05-24
National Westminster Bank Plc

correct
[Signature]

If you have changed your address or telephone number,
please let us know.

LONGRIDGE BRANCH BRITISH
LEGION LOCAL BENEVOLENT FUND
BIC NWBK GB 2L
IBAN GB05 NWBK 0105 2474 9340 23

00407919
00142 0001/0001

NatWest

Business Reserve Account.

Date	Details	Withdrawn	Paid in	Balance
13 Oct 2010	BROUGHT FORWARD			5,952.81
31 Dec	Interest		0.60	5,953.41

31DEC-NET 24236330

CORRECT
[Signature]
D Hely

Account Number 24236330
Branch sort code 01-05-24
National Westminster Bank Plc

LONGRIDGE BRANCH BRITISH
LEGION LOCAL BENEVOLENT FUND

00431137
00150 0001/0001

NatWest

Business Reserve Account

Date	Details	Withdrawn	Paid in	Balance
13 Jul 2011	BROUGHT FORWARD			5,954.58

CORRECT
[Signature]
D Hely

24236330

LONGRIDGE BRITISH LEGION

Agenda Item 11

For Decision/Discussion



Longridge
Town Council

Meeting:	Budget Committee
Meeting Date:	29 May 2025
Title:	RVBC Shared Prosperity and Jubilee Fund – Expressions of Interest
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider those projects where the Town Council should submit an Expression of Interest.

2. Background.

Members will be aware that RVBC have allocated £1,650,810 of capital funding to be invested in capital projects in the borough during the 2025/26 financial year.

Grants of up to £100,000 are available to eligible organisations and Expression of Interest (Eoi) need to be submitted to RVBC by 30 May 2025. If the Town Council is successful in its Eoi, it will be invited to complete a full application in August 2025.

3. Projects for Consideration.

The table below sets out projects the Town Council could consider seeking funding for.

Project	Comments	Bid £
Station Building Refurbishment	Major refurbishment of the Heritage Centre, new kitchen, air conditioning, computers, printer, new carpeting, new shelving, window decals, new display boards. New storage units near the fridges (use by the Café and Heritage Centre) and near the bins (use by the Council). Bringing the original junction box back to Longridge and installing it near the Station Building.	75,000
RBL Social Club	Bringing the disused building back into community use.	100,000
Longridge Loop	Complete the loop, improve footpaths, signage and install benches along the route.	15,000
Community Garden	Making good the current plot for use as a community garden, new planting around the pump track and install benches and picnic tables.	25,000

4. Members are recommended:

- To consider the projects set out in the report (paragraph 3).
- Authorise the Clerk to submit Expressions of Interest for those projects agreed in a. above.



Meeting:	Budget Committee
Meeting Date:	29 May 2025
Title:	Former Longridge British Legion Club – Towneley Road.
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To provide an update on the latest situation regarding the former British Legion Club on Towneley Road and to seek approval for expenditure of up to £1,000 to carry out a structural survey and rent assessment.

2. Background.

The building on Towneley Road originally served as the Longridge Royal British Legion Club, a community venue affiliated with the national Royal British Legion. In 2015, it was renamed the Longridge Sports & Social Club.

The club was a central hub for local veterans and residents, hosting social events and providing a space for community gatherings. However, it closed in April 2019 and was permanently shut in July 2021.

In June 2019, the property was sold for £185,000. Following the sale, Touchline Developments Ltd. (a company owned by Stephen and Jean Hardacre) submitted a planning application (December 2023) to construct 12 apartments on the site, specifically designed for residents aged 55 and over. This application was a resubmission of a previous application from 2020.

As of May 2025, the planning application was registered with RVBC and is under consideration. The proposed development would demolish the current building and provide age-restricted housing, addressing the needs of the local community.

3. Update.

Following an initiative by Cllr. Eccles, the Clerk met Jean Hardacre on two occasions to discuss the possibility of the Town Council leasing the building from Touchline Developments and re-purposing it as community asset. The outcome of the meetings was positive; in that Touchline Developments would be amenable to leasing the building to the Town Council if the lease arrangements were agreeable.

4. Financial Considerations.

The cost of bringing the building back into community use would need to be met by the Town Council and Agenda Item 11 of this meeting is requesting members to consider submitting an Expression of Interest to RVBC for £100,000 to carry this out.

5. Approval for Expenditure.

To make a final decision as to whether the Town Council would lease the property it needs (amongst other considerations) to assess the cost of bringing the property back into community use and what any rental payments might be. To do this the Town Council needs to engage the services of qualified agents.

6. Members are recommended.

To approve expenditure of up to £1,000 to engage the services of qualified agents to carry out a structural survey and assess what any rental payments might be.

Agenda Item 13

For Information



Longridge
Town Council

Meeting:	Budget Executive Committee
Meeting Date:	28 May 2025
Title:	Update on Actions from Previous Budget Meetings.
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To update members on actions from previous meetings.

2. Update on Actions from 23/10/2024 Meeting.

Minute 241023/	Action	Who	Update
7	a. Request additional information regarding certain aspects of the LSEC grant application.	Clerk	Complete
	b. Invite LSEC to a meeting with members of the Estates Committee.	Clerk	Not needed

3. Update on Actions from 25/09/2024 Budget Meeting.

Minute 240925/	Action	Who	Update
9	Submit a report to the Budget Committee when the Council's Tax Base for 2025-26 is known.	Clerk	Complete
10	Contact the agency and suggest an alternate prize more suitable to young children, up to a value of £100.	Clerk	Complete
11	Make the necessary payment arrangements and inform the grant applicant of the Council's decision.	Clerk	Complete
12	Contact LCC and confirm they can install electric sockets in street columns and fit brackets to hold festive lights and banners by early December 2024.	Clerk	Complete
13	Contact RVBC's Director of Economic Development and Planning, regarding the possibility of the project being managed by the Town Council.	Clerk	Complete

4. Update on Actions from 28/08/2024 Budget Meeting.

Minute 240828/	Action	Who	Update
7a	Contact Unity Trust Bank and remove former Cllrs. Adamson and Ashcroft from the bank account.	Clerk	Complete
7c	Contact Unity Trust Bank and add Cllrs. Smith, Stubbs and Jackson.	Clerk	Complete
8	Draft new Contracts and Service Specifications for both Terry Lewis and Stephen Yates.	Clerk	Ongoing

5. Members are recommended:

To note the report, the ongoing actions and actions not yet completed.