



Longridge Town Council

Budget Executive Committee - Agenda

You are hereby summoned to attend the Budget Executive Committee of Longridge Town Council on Wednesday 3 September 2025 at 18:30 in the Station Buildings, Berry Lane, Longridge.

1. Welcome by the Chair

2. 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 29 May 2025 meeting (enclosed).

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. Finance Report.

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

7. Appointment of an Administrative Assistance/Deputy Town Clerk

Report of the Clerk (enclosed) for members to consider the costs associated with the appointment.

8. Town Clerk Remuneration.

Report of the Clerk (enclosed) for members to consider a form of remuneration to the Clerk in recognition of his work over the previous 12 months.

9. Information Board.

Report of the Clerk (enclosed) for members to consider the purchase of an Information Board to be located outside the entrance to the Council Offices.

10. Grant Requests.

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

- **Longridge Heritage Centre Trust – £1,170.**
The grant will be used to upgrade the ageing ICT equipment in LHCT's office.
- **Longridge Heritage Centre Trust – £1,280.**
The grant will be used to replace the fabric covering on the display boards in the Old Station corridor and meeting room.
- **Longridge Social Enterprise Company (LSEC) - £3,660.**
The grant would be used to purchase a Soundproof/Thermal room divider curtain to offer additional warm space for community groups.
- **Longridge School of Samba - £3,921.**
The grant will be used to replace aging equipment.
- **Love Longridge Limited - £1,790. (Soap Box Derby)**
The grant would be used for renting portable toilet facilities and hiring 2 x large skips.
- **The Gatherings at Longridge - £935.**
Purchase of a laptop, printer and ancillary items.

ITEMS for INFORMATION/DISCUSSION

11. Budget/Cash Flow – Update

Report of the Clerk (enclosed) updating members on the Council's Cash flow up to the end of July 2025.

12. Updates on Actions from Previous Meetings.

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

13. Consideration of matters not on the agenda.

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

14. Schedule of Meetings.

For Consideration.

Mike Hill

Clerk and Responsible Financial Officer to Longridge Town Council.

Longridge Town Council
Council Offices
The Station Building
Berry Lane
Longridge
PR3 3JP



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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:	29 May 2025		
Place:	Council Offices, Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: R. Walker, S. Rainford, N. Eccles and N. Stubbs.		
In attendance:	Town Clerk and Cllr. Smith.		
Meeting started:	18:30	Meeting closed:	19:43

250529/

WELCOME BY THE CURRENT CHAIR.

The current Chair (Cllr. Walker) welcomed everyone to the meeting.

1. ELECTION OF CHAIR AND VICE CHAIR.

Cllr. Walker was re-elected as Chair and Cllr. Rogerson as Vice Chair.

Note: Cllr. Rogerson had indicated by email that if nominated, he would be willing to stand as Vice-Chair.

2. APOLOGIES FOR ABSENCE.

Apologies were accepted from Cllr. Rogerson.

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

a. Cllr. Eccles declared an interest in Agenda Item 10 (grant application from RBL).

b. Cllr. Rainford declared interest in Agenda Item 10 (grant application from Longridge Youth Band)

4. APPROVE THE MINUTES OF THE BUDGET MEETINGS HELD ON 23 OCTOBER 2024.

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

5. PUBLIC PARTICIPATION.

There was no public participation.

6. ANNUAL REVIEW OF THE BUDGET COMMITTEE'S TERMS OF REFERENCE.

RESOLVED THAT THE COMMITTEE:

a. Approve the Terms of Reference.

b. Approve the nomination of Cllr. Smith as a member of the Committee.

7. FINANCE REPORT

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

RESOLVED THAT THE COMMITTEE:

- a. Approve the accounts to date.
- b. 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	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.

8. AUDIT AND FINANCIAL MATTERS.

RESOLVED THAT COMMITTEE:

- a. Authorise the Chair to sign Section 1 of AGAR 2024/2025.
- b. Authorise the Chair to sign Section 2 of AGAR 2024/2025.
- c. Authorise the Clerk to seek an auditor for 2026/27 and 2027/28.

9. THREE YEAR BUSINESS PLAN.

The Clerk submitted a report asking members to approve a Three-Year Financial/Business Plan (attached as Appendix 1 to the Report).

Members were reminded that RVBC had announced a round of grant funding from the UK Shared Prosperity and Jubilee Fund and that grant requests in excess of £10,000 require the submission of a Three-Year Finance/Business Plan.

RESOLVED THAT COMMITTEE:

Approve the Three-Year Finance/Business Plan attached as Appendix 1 to the Report.

10. GRANT APPLICATIONS.

The Clerk submitted a report requesting members to consider grant requests from:

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

RESOLVED THAT COMMITTEE:

- a. Approve the grant request from the Longridge Youth Band.
- b. Authorise the Clerk to take the grant requests from u3a and the Royal British Legion to the next Full Council Meeting for consideration.
Note: *The arithmetic for the u3a submission was incorrect in that the amount requested should be reduced by £160 to £3,088.*
- c. Authorise the Clerk to contact LSSA requesting additional information, regarding the number of participants from the Longridge area that participate in the sailing activities, what LSSA do to encourage Longridge residents and schools to participate in sailing activities, and who else they had approached for funding towards the costs of the Spade Mill Gate entrance.
- d. Review the Council's current Grant Policy to address restricted and unrestricted funds.

11. RVBC SHARED PROSPERITY AND JUBILEE FUND 2025/26 – EXPRESSIONS OF INTEREST.

The Clerk submitted a report requesting members to consider projects that the Council should submit an Expression of Interest (EOIs).

RESOLVED THAT COMMITTEE:

Approve EOI submissions for the following projects:

- a. Station Building - £75,000
- b. RBL Social Club - £100,000
- c. Longridge Loop - £15,000
- d. Community Garden - £25,000
- e. Townley Garden – Phase 2 £100,000
- f. Regeneration of Berry Lane and Stoneridge - £100,000

12. FORMER LONGRIDGE BRITISH LEGION CLUB – TOWNELEY ROAD.

The Clerk submitted a report updating members on 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.

RESOLVED THAT COMMITTEE:

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.

13. 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

14. CONSIDERATION OF MATTERS NOT ON THE AGENDA.**RESOLVED THAT COMMITTEE:**

Approve expenditure of up to £1,000 for the replanting of the 'new' planters.

15. SCHEDULE OF MEETINGS.

To be confirmed.

SIGNED BY CHAIR FOR THE MEETING:**DATE:**

A signed copy is on file.





Budget Committee

Meeting Date: 03/09/2025

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		Longridge Rotary	Paint for Road Signs - Preston	145.85	24.31	121.54	Paid	15/08/25
2		SY Maint.	Chauffer services	217.00	-	217.00	Paid	15/08/25
3		Cllr. Jackson	Conference room roof blinds	266.83	50.73	216.10	Paid	15/08/25
4	PCJ07	RBLI	VJ Wreath	25.00	4.17	20.83	Paid	28/07/25
5	4295299	Eureka	Toilet Rolls	71.76	11.96	59.80	Paid	28/07/25
6		High Access	Window cleaning inside and out	150.00	-	150.00	Paid	14/07/25
				876.44	91.17	785.27		

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

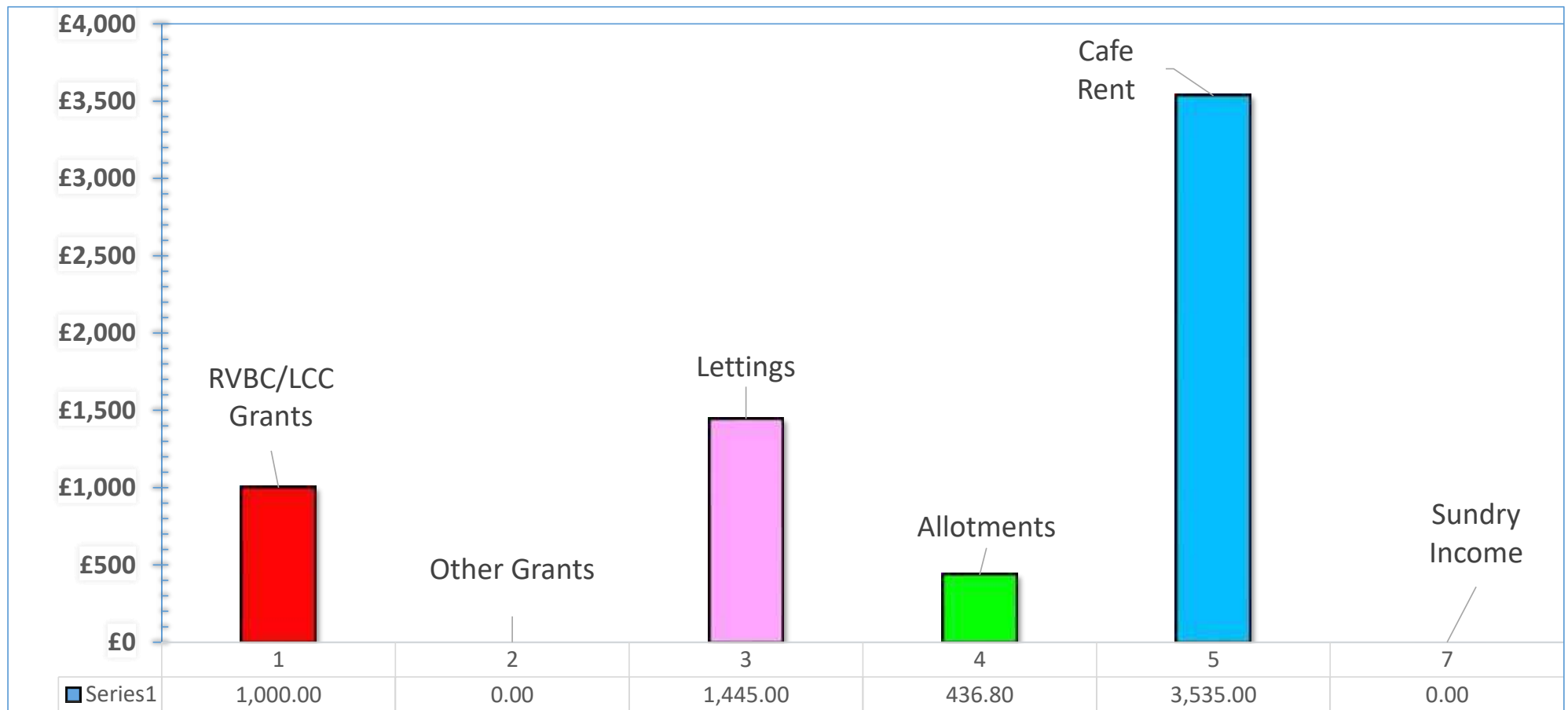
Receipts for the period 1st April 2025 to 31st March 2026.

Bank		Income Streams											
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	Reserve Interest	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 u3a groups					90.00						90.00
27/05/25	09250	Festive Lights Grant			500.00								500.00
30/05/25	24270245	NatWest Bank (Interest)										79.82	79.82
02/06/25	DD	Café Rent							707.00				707.00
02/06/25	G 06/25	The Gatherings (Andrew)					100.00						100.00
03/06/25	G 07/25	The Gatherings (Andrew)					100.00						100.00
04/06/25	Plot A	Burdet						72.80					72.80
05/06/25	Plot B	R. Stother						72.80					72.80
09/06/25	92-01	Longridge u3a					90.00						90.00
10/06/25	Plot D	Burton						72.80					72.80
11/06/25	Plot C	J and M Lewis						72.80					72.80
11/06/25		Gas charges contribution								330.75			330.75
11/06/25		Water charges contribution								385.17			385.17

Bank			Income Streams										
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	Reserve Interest	Totals
									Rent	Utilities			
23/06/25	Art Group	Magaret Baugh					200.00						200.00
01/07/25	DD	Café Rent							707.00				707.00
08/07/25	G 08/25	The Gatherings (Andrew)					100.00						100.00
08/07/25	u3a	Various u3a groups					60.00						60.00
10/07/25	Plot E	Thurlow						72.80					72.80
21/07/25	Plot F	Margerison						72.80					72.80
01/08/25	DD	Café Rent							707.00				707.00
05/08/25	Art Group	Margaret Baugh					200.00						200.00
11/08/25		Gas charges contribution								119.85			119.85
11/08/25		Electricity contribution								159.13			159.13
11/08/25		Water charges contribution								459.51			459.51
15/08/25	AK 001	Knox Thomas					80.00						80.00
15/08/25	G-09/25	The Gatherings (Andrew)					125.00						125.00
Total as at 20/08/2025:			98,195.00	3,865.51	1,000.00	0.00	1,445.00	436.80	3,535.00	1,454.41	0.00	79.82	110,011.54



Mayoral Ball - Ticket Sales: 600.00

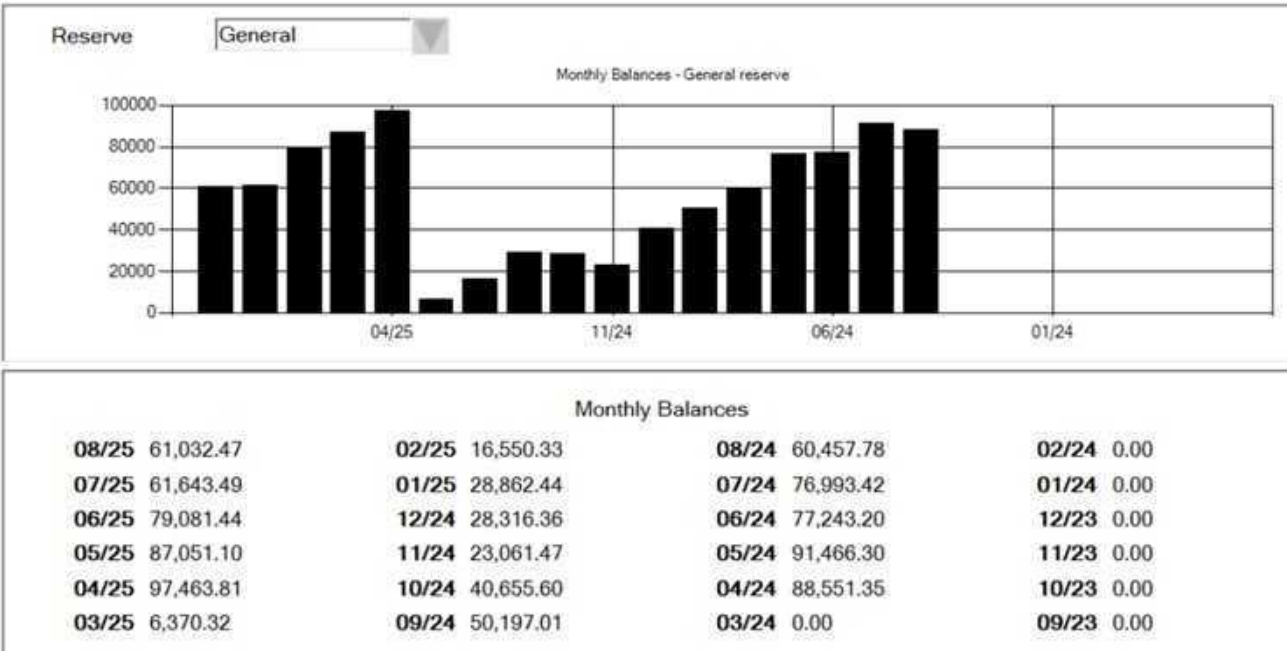
Revenue Streams as at 20/08/2025



Total £ 6,416.80

Summary - Receipts and Payments at 26/08/25

£		 <i>From Council's Accounting System</i>
Balance carried forward 1 April 2025:	6,370.32	
Add total receipts to date:	110,531.72	
Less total payments to date:	-55,869.57	
Balance:	61,032.47	 <i>If these two figures are different an explanation is required.</i>
£		
Unity Trust Bank Balance at 26 August 2025:	61,032.47	



Nat West - Account No. 1

£

Balance carried forward April 2025:	88,202.46
Balance 30 April 2025:	88,290.90
Balance 30 May 2025:	88,370.72
Balance 30 May 2025:	88,453.28

Nat West - Longridge Town Council

£

Balance carried forward 1 April 2025:	5,000.00
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Balance at 1 July 2025:	5,000
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Meeting:	Budget Committee
Meeting Date:	3 September 2025
Title:	Administrative Assistance/Deputy Town Clerk
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to review the financial matters relating to the appointment of an Administrative Assistant/Deputy Clerk to support the Town Clerk and provide the Town Council with a succession path.

2. Background.

Members are reminded that subject to the salary and additional costs being reviewed by the Budget Committee, the Staffing Committee at its 23 July 2025 approved:

- The appointment of an experienced Administrative Assistant/Deputy Clerk as set out in the report and in the job description (attached).
- The purchase of additional office furniture and equipment and purchase and installation of a storage facility to create additional office space.

3. Financial Matters:

3.1 Salary considerations. (Based on the 2025 Local Government Services Pay Agreement.)

Pay scale 19-23 = £16.62 to £19.95 per hour, starting at £16.62 for 6 hours each week.

Category	Month £	Comments
Salary	432.12	6 hours each week at £16.62 per hour.
National insurance	2.38	£0.55 per week
Pension contribution	0.00	Earnings too low to qualify.
Monthly cost:	434.5	
2025-26 cost:	2,610	
Annual cost:	5,214	

3.2 Office furniture and laptop.

Category	Cost £
Mid-range windows laptop	550
Office chair	125
Desk phone and office items	75
Total cost:	750

3.3 Storage unit.

To accommodate an assistant, certain items will need to be removed from the Clerk's office to create space. The Town Clerk has been looking to install an insulated, weather proof storage unit on the small plot near the bins at the rear of the Council Offices. The estimated cost for this unit is around £2,800 and could also be used to store the office cleaning equipment currently stored in one of the Council's toilets and as a consequence would bring that toilet back into public use.

3.4 Total costs.

Category	Cost £
Office furniture and laptop	750
Storage unit and installation	2,800
Salary and NI (2025-26)	2,610
Total:	6,160

4. Budget.

Members are reminded that the Council's 2025/26 budget of £140,290 was approved at the Full Council meeting on 13-11-2024. Agenda Item 11 (*Cash Flow – Update*) forecasts a balance of £9,519 to be carried forward into 2026-27.

Note that the Town Council's reserves after the funds for festive lights has been transferred would be around £73,400, which is slightly higher than the recommended level of £70,000

5. Members are recommended to:

- Consider the financial matters relating to the appointment of an Administrative Assistant/Deputy Clerk.
- Authorise the Clerk to advertise the position of Administrative Assistant/Deputy Clerk at the salary as set out in the report.
- Approve the purchase of the office furniture, laptop and storage unit as set out in the report.

Agenda Item 8

For Decision/Discussion



Longridge
Town Council

Meeting:	Budget Committee
Meeting Date:	3 September 2025
Title:	Town Clerk Remuneration
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider a form of remuneration to the Town Clerk in recognition of the contribution made to the Town Council over the previous 12 months.

2. Background.

Members are reminded that at the last meeting of the Staffing Committee (23 July 2025), it was resolved that the Clerk add an agenda item to the next Budget Committee to consider additional remuneration for the Clerk in recognition of his efforts.

3. Members are recommended to:

Consider the matter.

Meeting:	Budget Committee
Meeting Date:	3 September 2025
Title:	Information Board
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider the purchase and installation of a lectern-style information board to be installed on the plot of land outside the entrance to the Town Council offices. The board would serve to inform the public about the history of Longridge Town Council and the Longridge railway station.

2. Proposal

The proposed lectern-style information board would be a durable, outdoor-mounted display designed for public interpretation purposes. Such boards are commonly used at historical sites to provide accessible information to visitors, featuring weather-resistant materials like aluminium or oak framing with printed panels. The board would be positioned on the plot of land immediately outside the entrance to the council offices for maximum visibility and accessibility.



Boards can have information pre-printed or open so information can be updated, costs are very similar with the pre-printed slightly cheaper.



The content of the board would include:

- A concise timeline of Longridge Town Council's formation and development, highlighting key milestones such as its establishment as an Urban District Council in 1884 and its role in the community's growth.
- Details on the history of the Longridge railway station, covering its opening in 1840, conversion to steam in 1848, expansion with cotton mills, and closure in 1967, along with its current use as a heritage centre.
- Visual elements such as historical photographs, maps, and diagrams to engage passers-by.

The board's lectern design, typically angled at 45 degrees, ensures readability for adults, children, and wheelchair users. Installation would involve minimal groundwork, such as concrete setting, to secure it in place.

3. Estimated Costs

Based on research for similar outdoor lectern-style information boards, the purchase cost is estimated at approximately £1,500. This includes the board, bespoke designs with custom graphics, printing of historical content and basic installation.

4. Benefits

- **Educational Value:** The board would promote public awareness of Longridge's heritage, foster a sense of community pride and attract visitors to the Heritage Centre.
- **Accessibility:** Located outside the council offices, it would provide 24/7 access to historical information without requiring entry to the building.
- **Tourism and Engagement:** By highlighting the railway's role in the town's industrial boom, it could encourage tourism, support local businesses and align with ongoing efforts to preserve sites like the former quarries and mills.
- **Cost-Effectiveness:** At £1,500, this is a low-cost investment with long-term durability, requiring minimal maintenance.

5. Members are recommended to:

- a. Consider and approve the purchase of the lectern-style information board at the estimated cost of £1,500.
- b. If approved, request the Clerk to commence with the procurement and installation.

Meeting:	Budget Committee
Meeting Date:	3 September 2025
Title:	Grant Requests
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider grant requests from the following organisations:

- **Longridge Heritage Centre Trust – £1,170.**
The grant will be used to upgrade the ageing ICT equipment in LHCT's office.
- **Longridge Heritage Centre Trust – £1,280.**
The grant will be used to replace the fabric covering on the display boards in the Old Station corridor and meeting room.
- **Longridge Social Enterprise Company (LSEC) - £3,660.**
The grant would be used to purchase a Soundproof/Thermal room divider curtain to offer additional warm space for community groups.
- **Longridge School of Samba - £3,921.**
The grant will be used to replace aging equipment.
- **Love Longridge Limited - £1,790. (Soap Box Derby)**
The grant would be used for renting portable toilet facilities and hiring 2 x large skips.
- **The Gatherings at Longridge - £935.**
Purchase of a laptop, printer and ancillary items.

The above applications are shown in Appendix 1 to the report.

I have carried out initial vetting of the above applications and they have all provided their constitution or similar relevant documents or explanations.

2. Financial Considerations:

Members will recall that in November 2024, they allocated a budget of £20,000 for grants in 2025/26. To date the Town Council has provided grants to the value of £9,950.

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.

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.

Agenda 10 - Appendix 1

Longridge Heritage Centre (1) - £975 Upgrade ageing IT equipment

1. Name of Group or Organisation *

Longridge Heritage Centre Trust (LHCT)

2. Name of contact. *

Andrew White

3. Contact email address *

info@lhctrust.org.uk

4. Contact phone number.

07708 880255

5. Please provide a brief description of your group/organisation. *

Longridge Heritage Centre Trust (LHCT) has the following objectives:

To advance the involvement and education of the public in the historical heritage of Longridge and its surrounding villages, in particular, but not exclusively, by:

- a) collecting and preserving artefacts and documents relating to the area;
- b) maintaining an up to date on-line photographic archive for Longridge;
- c) collecting and publishing associated information, including oral and written records;
- d) providing an educational resource by staging exhibitions, talks and other events.

6. Is your group a charity? *

☒ Yes

☐ No

7. Charity number (if applicable)

1158326

8. Purpose of the grant application *

Please describe the project or activity for which you are seeking funds.

The grant will be used to upgrade the ageing ICT equipment in LHCT's office, due to the following:

1. The PC was purchased in 2017 and runs Windows 10, which will no longer be supported from October 2025. A replacement PC will ensure our services, particularly the online photographic archive, remain secure and operate effectively with up to date software (Windows 11). The existing PC will be repurposed to run the touchscreen / power-point display in the corridor.
2. The A4 printer is of a similar age and is exhibiting problems when printing on photographic paper, which is essential for staging the regularly changing corridor displays. An upgrade to an A3 printer will also ensure improved corridor displays without the need to out-source this larger printing format.

9. Amount of grant requested (£). If the Grant request is over £250 you will need to provide a recent bank statement and a copy of your Constitution *

£975 ex. VAT (£1,170 incl. VAT)

10. How will the grant be used? *

Please provide a breakdown of how the funds will be spent.

Purchase of the following:

Desktop PC – Lenovo ThinkCentre Neo 50s Gen 5, Windows 11, 8GB RAM, 256GB SSD memory
£387.46 ex. VAT (£464.95 incl. VAT) from www.lenovo.com

Printer – Epson A3/A4 capable inkjet with refillable tanks, paper thickness up to 300g/m (thin card) [Epson-ecotank-et-18100-datasheet.pdf](#)
£487.89 ex. VAT (£585.47 incl. VAT) from www.printerland.co.uk

Microsoft Office 2024 – One time purchase for 1 PC – non-commercial use.
£99.99 ex. VAT (£119.99 incl. VAT) from www.microsoft.com

11. Have you applied for funding from other councils or organisations *

- ☐ Yes
- ☒ No
- ☐ Not sure

12. Have you previously received funding from Longridge Town Council? *

- ☒ Yes
- ☐ No
- ☐ Unsure

13. If yes, please provide details of previous funding.

The Town Council has been very supportive of Longridge Heritage Centre Trust (LHCT) since it's formation in 2014 and grants have been made for the following:

- 2015 - £500 towards the printing of 'Our Heritage - Longridge Past & Present' book by LHCT
2017 - £1,320 for a PC, monitor, touchscreen and software upgrade to the on-line archive
2022 - £200 towards a reprint of 'Our Heritage - Longridge Past & Present' book by LHCT
2024 - £324 towards the production of new Railway Exhibition boards

14. We agree to payback the grant if the project/activity for which the grant was awarded does not proceed. *

- ☒ We agree to repay the grant.
- ☐ We do not agree to repay the grant.

15. Have you provided recent bank statements for all the accounts you hold. *

- ☐ Yes
- ☒ No
- ☐ Not required

16. Have you provided a copy of your Constitution/Terms of Reference *

- ☐ Yes
- ☒ No
- ☐ Not required

17. If applicable please provide a reason for not providing a recent bank statement or Constitution/Terms of Reference

Annual Reports and Financial Summaries for Longridge Heritage Centre Trust (LHCT) can be found on the Charity Commission website. A copy of our Constitution can be supplied, if required.

18. Please provide bank details to which any grant will be paid. Account Name - Sort Code - Account Number *

Longridge Heritage Centre Trust
01-05-24
38134101

Longridge Hertiage Centre (2) - £1,280

Replace fabric covering on the display boards

1. Name of Group or Organisation *

Longridge Heritage Centre Trust (LHCT)

2. Name of contact. *

Andrew White

3. Contact email address *

info@lhctrust.org.uk

4. Contact phone number.

07708 880255

5. Please provide a brief description of your group/organisation. *

Longridge Heritage Centre Trust (LHCT) has the following objectives:

To advance the involvement and education of the public in the historical heritage of Longridge and its surrounding villages, in particular, but not exclusively, by:

- a) collecting and preserving artefacts and documents relating to the area;
- b) maintaining an up to date on-line photographic archive for Longridge;
- c) collecting and publishing associated information, including oral and written records;
- d) providing an educational resource by staging exhibitions, talks and other events.

6. Is your group a charity? *

☒ Yes

☐ No

7. Charity number (if applicable)

1158326

8. Purpose of the grant application *

Please describe the project or activity for which you are seeking funds.

The grant will be used to replace the fabric covering for the display boards in the Old Station corridor and meeting room. These were installed when the building was first opened in 2010 and the original fabric still remains on most of the boards and is now badly faded.

This is a specialist product with an adhesive backing to Velcro receptive material in Royal Maroon. A roll of surplus material was found and applied by volunteers to one side of the corridor boards two years ago. However, this has proved to only be a temporary solution, as the material is lifting and needs to be applied professionally.

The costs shown in this application will ensure the boards will have a new covering (in a matching colour) that has been professionally applied.

9. Amount of grant requested (£). If the Grant request is over £250 you will need to provide a recent bank statement and a copy of your Constitution *

£1,280 incl. VAT

10. How will the grant be used? *

Please provide a breakdown of how the funds will be spent.

Purchase of the following material from FabricUK.com:

Self adhesive display board fabric loop nylon (Velcro receptive) in Royal Maroon. The material is 138cm wide and costs £11.99 (incl. VAT) per meter. There are nine boards to be covered on both sides and the equivalent of six boards, in various sizes, covered on one side (these are affixed to the corridor and meeting room walls).

The amount of material needed is 48 meters, which will cost £565.02 (incl. VAT).

Fitting in-situ by Longridge Upholstery, Unit 2b Shay Lane Industrial Estate:

This will cost £60 each for the nine double sided boards and £35 each for the equivalent of six to be covered on one side. Total cost £715.

Total - £1,280

11. Have you applied for funding from other councils or organisations? *

- ☐ Yes
- ☒ No
- ☐ Not sure

12. Have you previously received funding from Longridge Town Council? *

- ☒ Yes
- ☐ No
- ☐ Unsure

13. If yes, please provide details of previous funding.

The Town Council has been very supportive of Longridge Heritage Centre Trust (LHCT) since it's formation and grants have been made for the following:

2015 - £500 towards the printing of 'Our Heritage - Longridge Past & Present' book by LHCT.
2017 - £1,320 for a PC, monitor, touchscreen and software upgrade to the on-line photo archive.
2022 - £200 towards a reprint of 'Our Heritage - Longridge Past & Present' book by LHCT.
2024 - £324 for new Railway Exhibition boards to replace the original ones from 2010.

14. We agree to payback the grant if the project/activity for which the grant was awarded does not proceed. *

- ☒ We agree to repay the grant.
- ☐ We do not agree to repay the grant.

15. Have you provided recent bank statements for all the accounts you hold. *

- ☐ Yes
- ☒ No
- ☐ Not required

16. Have you provided a copy of your Constitution/Terms of Reference *

- ☐ Yes
- ☒ No
- ☐ Not required

17. If applicable please provide a reason for not providing a recent bank statement or Constitution/Terms of Reference

Annual Reports and Financial Summaries for Longridge Heritage Centre Trust (LHCT) can be found on the Charity Commission website.

18. Please provide bank details to which any grant will be paid. Account Name - Sort Code - Account Number *

Longridge Heritage Centre Trust
01-05-24
38134101

Longridge Social Enterprise Company - £3,660

Purchase Soundproof/Thermal divider curtains.

1. Name of Group or Organisation *

Longridge Social Enterprise Company (LSEC)

2. Name of contact. *

Andrew Leonard

3. Contact email address *

bookings@longridgecivichall.com

4. Contact phone number.

07484800324

5. Please provide a brief description of your group/organisation. *

Longridge Social Enterprise Company (LSEC) is run by volunteer from the community for the community. We aim to provide a safe space for community events and activities. We are also the emergency information point/centre for Longridge.

We host groups and classes ranging from baby classes, exercise classes, music groups and social events. These classes and groups help reduce social isolation for Longridge residents including new mums, older residents and other vulnerable people.

We provide a base for several community projects including 'Laughter & Lunch' dementia group, 'Lunching Alone' and 'Film with Friends'.

We are proud to be able to provide a warm space for the people of Longridge and surrounding communities to be able to socialise and access groups and activities that promote health and wellbeing, reduce isolation and generally serve our community.

6. Is your group a charity? *

☐ Yes

☒ No

7. Purpose of the grant application *

Please describe the project or activity for which you are seeking funds.

We would like to make the space more appealing for all our users and with winter approaching to create a warmer space for our more vulnerable community members. The measures we propose would also help to reduce our energy bills, meaning that the money saved can be better spent on maintaining and improving the building whilst continue to develop, grow and encourage existing and new community groups/users to use the facilities.

8. Amount of grant requested (£). If the Grant request is over £250 you will need to provide a recent bank statement and a copy of your Constitution *

£3660.00

9. How will the grant be used? *

Please provide a breakdown of how the funds will be spent.

Purchase Soundproof/Thermal room divider curtain to create additional smaller space which would enable us to offer another/additional safe/warm space for community groups. The divide would mean that we can better utilise the ceiling heaters and heat the space more efficiently without needing to heat the full building, for small community group use. This would particularly benefit the laughter and lunch dementia group and a number of the U3a sub-groups.

10. Have you applied for funding from other councils or organisations? *

- ☐ Yes
- ☒ No
- ☐ Not sure

11. Have you previously received funding from Longridge Town Council? *

- ☒ Yes
- ☐ No
- ☐ Unsure

12. If yes, please provide details of previous funding.

Grant received January 2025 for Electric ceiling heaters (£1700)

13. We agree to payback the grant if the project/activity for which the grant was awarded does not proceed. *

- ☒ We agree to repay the grant.
- ☐ We do not agree to repay the grant.

14. Have you provided recent bank statements for all the accounts you hold. *

- ☐ Yes
- ☒ No
- ☐ Not required

15. Have you provided a copy of your Constitution/Terms of Reference? *

- ☐ Yes
- ☒ No
- ☐ Not required

16. If applicable please provide a reason for not providing a recent bank statement or Constitution/Terms of Reference

Unable to access documents due to accounts manager being on holiday - If required any documents will be forwarded from accounts manager (accounts@longridgecivichall.com)

17. Please provide bank details to which any grant will be paid. Account Name - Sort Code - Account Number *

Longridge Social Enterprise Company
Lloyds Bank
Sort Code: 303091
Account Number 653118060

Longridge Social Enterprise Company Ltd
Longridge Civic Hall
Calder Avenue
Longridge
PR3 3JT

Your Account

Sort Code 30-90-91
Account Number 65318060

BUSINESS ACCOUNT

01 June 2025 to 30 June 2025

Money In	£7,023.55	Balance on 01 June 2025	£5,877.69
Money Out	£5,898.78	Balance on 30 June 2025	£7,002.46

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Jun 25	LONGRIDGE SOCIAL E 309091 81578968 31MAY25	TFR	1,085.55		6,963.24
02 Jun 25	BIG HITS DIGITAL M	SO		44.00	6,919.24
02 Jun 25	INVESTEC ASSET FIN 22452598021083554	DD		672.89	6,246.35
02 Jun 25	STREET P+M PILATES INV 280 RP4659980130976800 206985	FPI	100.00		6,346.35
02 Jun 25	TAILS OF THE TOWN 400000001575474218 LSEC	FPO		200.00	6,146.35
03 Jun 25	SQUARE T3RWM145V5ZRYBP 72830126269147851 040345	FPI	16.95		6,163.30
03 Jun 25	DIRESH PATEL 400000001576032220 HALL	FPO		380.00	5,783.30
03 Jun 25	LONGRIDGE COMMUNIT BILLS & GYM LOAN	FPI	1,514.89		7,298.19
04 Jun 25	FRIENDS OF LONGRID INV 274 300000001574983724 309897	FPI	350.00		7,648.19
04 Jun 25	ANJIS EMPORIUM CD 3016	DEB		10.97	7,637.22
05 Jun 25	BT GROUP PLC GP01344603- 000002	DD		35.94	7,601.28
06 Jun 25	TAILS OF THE TOWN	SO		200.00	7,401.28
06 Jun 25	LENTECH NORTH WEST	SO		100.00	7,301.28
06 Jun 25	ROBERT MCKENZIE MC MAY MA HALL RENT	FPI	275.00		7,576.28
09 Jun 25	SQUARE T36GBZN1R43EHX8 16258715622345944 040345	FPI	222.77		7,799.05
09 Jun 25	SQUARE T3K0RHT3Z6P7E0X 05873422329616450 040345	FPI	77.85		7,876.90

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-90-91
Account Number 65318060

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
09 Jun 25	Amazon Prime*Q92PS CD 3016	DEB		8.99	7,867.91
10 Jun 25	TAILS OF THE TOWN 500000001574934260 LSEC	FPO		175.00	7,692.91
10 Jun 25	SQUARE T3ZBMHVCFHVRWV9 67525573672244425 040345	FPI	54.53		7,747.44
10 Jun 25	Prime Video*365M7 CD 3016	DEB		8.99	7,738.45
13 Jun 25	TAILS OF THE TOWN	SO		200.00	7,538.45
13 Jun 25	LENTECH NORTH WEST	SO		100.00	7,438.45
16 Jun 25	SQUARE T3EAG4EJBWSA5HR 88290088283378120 040345	FPI	352.70		7,791.15
16 Jun 25	SAINSBURY'S S/MKT CD 3016 15JUN25	DEB		31.59	7,759.56
16 Jun 25	ROWLES BUTCHERS CD 3016 15JUN25	DEB		58.86	7,700.70
16 Jun 25	TAILS OF THE TOWN 300000001581863731 LSEC	FPO		150.00	7,550.70
17 Jun 25	SQUARE T39X5NHMMWSMM00 60009658023248458 040345	FPI	5.40		7,556.10
17 Jun 25	SERVICE CHARGES REF : 456598631	PAY		36.27	7,519.83
18 Jun 25	TOTALENERGIES G&P 1150682	DD		41.34	7,478.49
19 Jun 25	BOUNDLESSNETWORKS 2T3KA4X	DD		26.40	7,452.09
19 Jun 25	CATHEDRAL HYGIENE 11071006003497	DD		119.33	7,332.76
20 Jun 25	TAILS OF THE TOWN	SO		200.00	7,132.76
20 Jun 25	LENTECH NORTH WEST	SO		100.00	7,032.76
23 Jun 25	LENTECH NORTH WEST 300000001584742787 LSEC INV	FPO		740.78	6,291.98
23 Jun 25	BIFFA WASTE SERVIC L37783	DD		135.96	6,156.02
23 Jun 25	THE FITNESS STUDIO CLUBBERCISE INV304	FPI	150.00		6,306.02
23 Jun 25	STEWART BELL LIMIT INV-259 100000001572821385 309897	FPI	350.00		6,656.02
23 Jun 25	BOOKER LTD - 38622 CD 3016	DEB		307.26	6,348.76

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-90-91
Account Number 65318060

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
24 Jun 25	TOTALENERGIES G&P 1167275	DD		1,063.71	5,285.05
24 Jun 25	TAILS OF THE TOWN 500000001582312158 LSEC	FPO		225.00	5,060.05
24 Jun 25	MR WILLIAM G COLLI INV 301 27102615639104000N 010333	FPI	250.00		5,310.05
24 Jun 25	SQUARE T3VE2HKCV6JYB6P 35182862043086435 040345	FPI	9.09		5,319.14
25 Jun 25	ROBERT MCKENZIE MC JUNE MA HALL RENT	FPI	300.00		5,619.14
26 Jun 25	TAILS OF THE TOWN 400000001588224616 LSEC	FPO		2.50	5,616.64
27 Jun 25	TAILS OF THE TOWN	SO		200.00	5,416.64
27 Jun 25	LENTECH NORTH WEST	SO		100.00	5,316.64
30 Jun 25	SQUARE T3Q4ZVK015CEX87 89711095184868852 040345	FPI	427.75		5,744.39
30 Jun 25	R V B C GENERAL 6149048	DD		73.00	5,671.39
30 Jun 25	500576	DEP	1,381.07		7,052.46
30 Jun 25	STREET P+M PILATES INV 306 RP4659983820772400 206985	FPI	100.00		7,152.46
30 Jun 25	TAILS OF THE TOWN 200000001582704667 LSEC INV	FPO		150.00	7,002.46

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Longridge Social Enterprise Company Ltd
Longridge Civic Hall
Calder Avenue
Longridge
PR3 3JT

Your Account

Sort Code 30-90-91
Account Number 65318060

BUSINESS ACCOUNT

01 July 2025 to 31 July 2025

Money In	£8,493.78	Balance on 01 July 2025	£6,958.46
Money Out	£6,784.52	Balance on 31 July 2025	£8,711.72

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Jul 25	BIG HITS DIGITAL M	SO		44.00	6,958.46
01 Jul 25	INVESTEC ASSET FIN 22452598021179252	DD		672.89	6,285.57
01 Jul 25	VALI A NAEMA VALI 10154133326294000N 010085	FPI	280.00		6,565.57
01 Jul 25	SQUARE T3GCW1S1SX7F8D 59392527078716645 040345	FPI	11.79		6,577.36
02 Jul 25	L HOYLE INV309 500000001587885924 772624	FPI	75.00		6,652.36
04 Jul 25	TAILS OF THE TOWN	SO		200.00	6,452.36
04 Jul 25	LENTECH NORTH WEST	SO		100.00	6,352.36
07 Jul 25	BT GROUP PLC GP01344603- 000003	DD		35.94	6,316.42
07 Jul 25	FRIENDS OF LONGRID INV 308 600000001590166464 309897	FPI	262.50		6,578.92
09 Jul 25	TAILS OF THE TOWN 100000001582332025 INV 1089	FPO		125.00	6,453.92
09 Jul 25	Amazon Prime*RC7BQ CD 3016	DEB		8.99	6,444.93
10 Jul 25	LONGRIDGE FIELD DA 400000001596835851 7/7/25	FPO		352.70	6,092.23
10 Jul 25	Prime Video*RC2JA CD 3016	DEB		8.99	6,083.24
11 Jul 25	TAILS OF THE TOWN	SO		200.00	5,883.24
11 Jul 25	LENTECH NORTH WEST	SO		100.00	5,783.24
11 Jul 25	CL & CG B LONGRI CLCGB LONGRIDGE	FPI	80.00		5,863.24

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-90-91
Account Number 65318060

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
14 Jul 25	SQUARE T3WQ1HNYFEGKXV2 28106231407668697 040345	FPI	71.82		5,935.06
14 Jul 25	Prime Video Rent / CD 3016 12JUL25	DEB		3.49	5,931.57
14 Jul 25	SQUARE T3F2HCNTHGA99DP 06071985970738391 040345	FPI	569.88		6,501.45
14 Jul 25	BOOKER LTD - 38622 CD 3016 13JUL25	DEB		442.30	6,059.15
14 Jul 25	HANNAH MCCOLL H GREENWOOD	FPI	15.00		6,074.15
14 Jul 25	SQUARE T3GMPJXVPTS2GKR 85660223117090729 040345	FPI	165.03		6,239.18
14 Jul 25	GROUP FITNESS WITH INV300 26010170864643591 040333	FPI	125.00		6,364.18
15 Jul 25	YOUNGS BEERS, WINE 400000001599760922 INV	FPO		891.00	5,473.18
15 Jul 25	SQUARE T39PW5D0JXZEEYX 44407481769682551 040345	FPI	42.74		5,515.92
17 Jul 25	TOTALENERGIES G&P 1150682	DD		40.01	5,475.91
17 Jul 25	TAILS OF THE TOWN 200000001591874509 INV 1081	FPO		150.00	5,325.91
18 Jul 25	TAILS OF THE TOWN	SO		200.00	5,125.91
18 Jul 25	LENTECH NORTH WEST	SO		100.00	5,025.91
21 Jul 25	BOUNDLESSNETWORKS 2T3KA4X	DD		26.40	4,999.51
21 Jul 25	CATHEDRAL HYGIENE 11071006048034	DD		119.33	4,880.18
21 Jul 25	SERVICE CHARGES REF : 459069126	PAY		29.97	4,850.21
21 Jul 25	THE FITNESS STUDIO CLUBBERCISE INV324	FPI	225.00		5,075.21
21 Jul 25	TAILS OF THE TOWN 400000001603115826 INV 1082	FPO		200.00	4,875.21
22 Jul 25	MR WILLIAM G COLLI INV 329 10120616192913000N 010333	FPI	200.00		5,075.21
22 Jul 25	L HOYLE INV327 600000001598439936 772624	FPI	100.00		5,175.21
23 Jul 25	TOTALENERGIES G&P 1167275	DD		953.36	4,221.85
23 Jul 25	LONGRIDGE COMMUNIT BILLS & GYM LOAN	FPI	1,472.89		5,694.74

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-90-91
Account Number 65318060

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
24 Jul 25	CLAIRE ECCLES 400000001604368614 LSEC	FPO		179.00	5,515.74
25 Jul 25	TAILS OF THE TOWN	SO		200.00	5,315.74
25 Jul 25	LENTECH NORTH WEST	SO		100.00	5,215.74
25 Jul 25	JODIE BARWISE INV297 58282949777874895 070806	FPI	30.00		5,245.74
28 Jul 25	LENTECH NORTH WEST 100000001591918646 LSEC INV	FPO		91.00	5,154.74
28 Jul 25	S ASHCROFT INVOICE 331 CIVIC 200000001597462905	FPI	125.00		5,279.74
28 Jul 25	G REDDY INV330, G REDDY 500000001601590385 110618	FPI	100.00		5,379.74
28 Jul 25	R V B C GENERAL 6149048	DD		73.00	5,306.74
28 Jul 25	BIFFA WASTE SERVIC L37783	DD		130.80	5,175.94
28 Jul 25	R V B C GENERAL 6183124	DD		372.00	4,803.94
28 Jul 25	R V B C GENERAL 6189987	DD		409.35	4,394.59
28 Jul 25	STREET P+M PILATES INV 328 RP4659987486887200 206985	FPI	100.00		4,494.59
28 Jul 25	THE ANTIQUES COLLE INV319 400000001606982069 309950	FPI	210.00		4,704.59
28 Jul 25	TAILS OF THE TOWN 200000001598166398 INV 1083	FPO		225.00	4,479.59
28 Jul 25	MALAYALEE ASSOCIAT INV156 MAP 24224915538986000N	FPI	985.00		5,464.59
28 Jul 25	MALAYALEE ASSOCIAT INV335 MAP12/09	FPI	70.00		5,534.59
29 Jul 25	SQUARE T3N7RBGAR637K2J 62010726749931343 040345	FPI	7.86		5,542.45
29 Jul 25	KISHOR PAREKH INV320 RD182Y3Y00PO0N4Y60 608371	FPI	120.00		5,662.45
30 Jul 25	CHACKO J INV136 BIJU MICHAEL RP4659987738750700	FPI	460.00		6,122.45
30 Jul 25	LONGRIDGE SOCIAL E 309091 81578968	TFR	1,064.27		7,186.72
30 Jul 25	POLLI I DEPOSIT FOR APRIL 467953556571037001 403725	FPI	70.00		7,256.72
31 Jul 25	500577	DEP	1,230.00		8,486.72

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-90-91
Account Number 65318060

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
31 Jul 25	500578	DEP	225.00		8,711.72

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Longridge School of Samba - £3,921

Replace ageing equipment

1. Name of Group or Organisation *

Longridge School of Samba

2. Name of contact. *

Steven Brown

3. Contact email address *

sbrownmusician@gmail.com

4. Contact phone number.

07816379875

5. Please provide a brief description of your group/organisation. *

Longridge School of Samba is a vibrant Brazilian-themed samba drumming group based in Longridge, serving the local community and surrounding areas. Founded in autumn 2022 by musician Steve Brown, the group has been offering weekly music sessions for adults over the past three years.

Our carnival drumming group prides itself on being fully inclusive and welcoming to adults from a wide range of backgrounds. Our diverse membership spans various ages, genders, and ethnicities, and includes individuals from the LGBTQ+ community as well as people with disabilities and those managing physical and mental health challenges.

In addition to entertaining thousands at events across the North West, Longridge School of Samba has made a significant positive impact on its members. The group has fostered a strong sense of community and lasting friendships. Many participants joined with no prior musical experience and have since developed the skills and confidence to perform publicly with enthusiasm and competence. Members frequently highlight the personal benefits of their involvement, including improved physical and mental wellbeing, enhanced confidence, and the creation of supportive networks.

We have performed at a wide range of events, including mental health and wellbeing festivals, inter-school choir concerts, local field days, carnivals, agricultural shows, Soapbox Derby's, Christmas celebrations, and the King's Coronation. As a valued cultural asset to the Ribble Valley, we bring joy and energy wherever we perform—our infectious rhythms regularly inspire audiences of all ages to get up and dance.

6. Is your group a charity? *

☐ Yes

☒ No

7. Purpose of the grant application *

Please describe the project or activity for which you are seeking funds.

Longridge School of Samba is a not-for-profit, constituted community organisation that depends on a combination of donations from event organisers, weekly member fees, and support from Longridge High School, which generously provides us with space for our sessions. At present, the group relies on instruments owned by our Creative Director, Steve Brown. These instruments are now over 20 years old and are increasingly prone to damage and deterioration due to their age and extensive use.

To continue delivering high-quality performances and to ensure the sustainability of our group, we urgently need to replace this aging equipment. Investment is essential not only to maintain our current activities but also to expand our membership, allowing more Ribble Valley residents to access and benefit from this valuable cultural and community resource.

To secure the long-term sustainability of Longridge School of Samba as a valuable cultural asset in the Longridge area, we are seeking funding to purchase replacement instruments, essential equipment, and updated promotional materials. This investment will enable the group to continue delivering rehearsals and performances across the Ribble Valley. Additionally, new resources will help attract more participants, strengthening the group's viability and ensuring its continued growth and success into the future.

8. Amount of grant requested (£). If the Grant request is over £250 you will need to provide a recent bank statement and a copy of your Constitution *

£3920.64

9. How will the grant be used? *

Please provide a breakdown of how the funds will be spent.

This table summarises estimated samba equipment costs (taken from kalango.com)...

Product Price Total Euros to £

1 x 22" Surdo de Primeira (Surdo Axé)	318.49 Euros	318.49 Euros	£267.81
1 x 20" Surdo de Segunda (Surdo Axé)	273.11 Euros	273.11 Euros	£229.65
1 x 18" Surdo de Terceira (Surdo Axé)	245.38 Euros	245.38 Euros	£206.33
2 x Repenique 12" Contemporânea	161.34 Euros	322.68	£271.33
3 x Caixa de Guerra 14"x15cm Contemporânea	163.03 Euros	489.09	£411.26
10 x Tamborim 06" Frisado Contemporânea	54.62 Euros	546.20	£459.28
5 x Agogo Duplo Grey Contemporânea	46.22 Euros	231.10	£194.32
1 x Pandeiro 10" Nylon head Contemporânea	78.99 Euros	78.99 Euros	£66.42
1 x Chocalho / Rocar Aluminium Medium Gope	35.29 Euros	35.29 Euros	£29.76
1 x Ganza 25cms Contemporânea	27.73 Euros	27.73 Euros	£23.32
1 x Cavaquinho Básico Eléctrico	193.28 Euros	193.28 Euros	£162.52
1 x Cavaquinho Bag	31.76 Euros	31.76 Euros	£26.71
1 x Cuica	69.00 Euros	69.00 Euros	£58.02
1 x Xequerê Grande	153.78 Euros	153.78 Euros	£129.31
1 x Alfaia (Maracatu drum) Gope	200.00 Euros	200.00 Euros	£168.17
1 x Timbal wood 14"x17cm	184.03 Euros	184.03 Euros	£154.74
3 x 4 pairs Vic Firth 5A Drumsticks	£38.86	£116.58	£116.58
Total			£2975.53
+ VAT (20%)			£3570.64
Shipping (10%?)			£350
TOTAL			£3920.64

10. Have you applied for funding from other councils or organisations *

- ☒ Yes
- ☐ No
- ☐ Not sure

11. If yes, who have you applied to?

Longridge Rotary Club

12. Have you previously received funding from Longridge Town Council? *

- ☐ Yes
- ☒ No
- ☐ Unsure

13. We agree to payback the grant if the project/activity for which the grant was awarded does not proceed. *

- ☒ We agree to repay the grant.
- ☐ We do not agree to repay the grant.

14. Have you provided recent bank statements for all the accounts you hold. *

- ☒ Yes
- ☐ No
- ☐ Not required

15. Have you provided a copy of your Constitution/Terms of Reference *

- ☒ Yes
- ☐ No
- ☐ Not required

16. If applicable please provide a reason for not providing a recent bank statement or Constitution/Terms of Reference

N/A





17. Please provide bank details to which any grant will be paid. Account Name - Sort Code - Account Number *

Bank Name: Barclays
Account Name (as on bank statement): Longridge School of Samba
Sort Code: 20-51-08
Account number: 70037664

THE OFFICIALS
LONGRIDGE SCHOOL OF SAMBA
31 GREEN LANE
LONGRIDGE
PRESTON
PR3 3RB

Your Business Current Account

At a glance

Date	Description	Money out £	Money in £	Balance £
24 Jun	Start Balance			400.08
25 Jun	 Direct Credit From Doctor V J Holgate Ref: Jane		35.00	435.08
26 Jun	 Internet Banking Transfer to Account 40522759 at 20-03-84 Mobile-Channel	35.08		400.00
27 Jun	 Direct Credit From Podmore-N P&C Ref: Charlot		35.00	435.00
9 Jul	 Internet Banking Transfer to Account 40522759 at 20-03-84 Mobile-Channel	35.00		400.00
23 Jul	Balance carried forward			400.00
Total Payments/Receipts		70.08	70.00	

24 Jun - 23 Jul 2025

Start balance	£400.08
Money out	£70.08
▶ Commission charges £0.00	
▶ Interest paid £0.00	
Money in	£70.00
End balance	£400.00

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

Constitution

Name of Organisation

Longridge School of Samba

Aims

The aims of Longridge School of Samba will be:

- To bring together and foster a community of people from Longridge and surrounding areas
- To establish a samba drumming group with regular rehearsals and public performances/cultural events throughout the year
- To use music and shared cultural experiences to engage, educate and promote physical and mental wellbeing amongst all members
- To develop members musical, technical and cultural understanding of samba
- To promote recreational activities, mutual support and joint aid among our members.
- To provide positive impacts for the wider local community through the participation by Longridge School of Samba at musical and cultural events throughout the North West

Members

Membership is open to...

- All individuals over the age of 16
- Those who live in Longridge and surrounding areas
- Those who support the aims of Longridge School of Samba

Membership will begin when the first initial payment has been received. Members will be given 1 week free 'taster' session when joining, where no membership fee is required. A member can only redeem this offer once.

A list of all members will be kept by the secretary and treasurer.

Members may resign at any time by contacting the Director. Their membership will cease at the end of the period the participant paid for.

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way or breaking the equal opportunities policy may be asked not to attend further meetings or to resign from the group if an apology is not given or the behaviour is repeated. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made.

All members will be provided with, and must adhere to the social media policy, and the health and safety policy.

Communication

Communication to members will primarily be via WhatsApp. Members can choose to keep their number private in the group, or opt out of the WhatsApp and receive alternative communications.

Fees and Income

Fees are to paid every half term. £5 per week for a half term block or £7 per week pay as you go. Any member who has not paid their half termly payment will be contacted by the committee, who will then decide whether that member is deemed to have resigned. Any member who does not pay the membership fees will be unable to participate in any Longridge School of Samba activities. Any changes to the membership fees will be discussed and decided by the committee and members will be given a notice period of 1 half term before any changes to fees come into force.

Longridge School of Samba is a not for profit organisation, any income will be reinvested back into the organisation by way of instruments, advertisements and promotions, uniforms and recruitment.

Equal Opportunities

Longridge School of Samba will not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, religious or political belief, pregnancy or maternity or marital status.

Committee and Officers

The committee will be decided each year at the AGM.

The committee consists of 5 members:

Creative Director – Steven Brown

Committee Director – Cath Hopkinson

Secretary – Jenni Turner

Secretary – Claire Hanson

Treasurer – Steph Lyon

AGM and other meetings

All members of Longridge School of Samba will be notified of the date, time and venue of the AGM. The AGM will be held each September. Any items for discussion need to be submitted to the committee at least one week before the AGM.

Regular committee meetings will be held regularly to discuss other business matters.

Rules of Procedure

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the Creative Director of the meeting shall have an additional casting vote.

Policies

Finances

A bank account needs to be set up for Longridge School of Samba.

The Directors, Secretaries and Treasurer will be signatories to the account (there will always have to be two signatories to authorise payments).

- records of income and expenditure will be maintained by the Treasurer and a financial statement given at each meeting.
- an annual statement of accounts will be presented to the Annual General Meeting
- all money raised by Longridge School of Samba will be spent solely on the objects laid out in the constitution

Changes to the Constitution

Any changes made to the constitution will be made at the AGM and voted upon by the committee.

Dissolution

The Creative Director is entitled to close down Longridge School of Samba at any time. All payments made by the members and all bookings should be honoured. A half term of notice would be encouraged as a notice period for the dissolution of the community group.

Signed

Name

Role

Signed

Name

The Gatherings at Longridge - £935

Purchase a laptop, printer and ancillary items

1. Name of Group or Organisation *

The Gathering at Longridge

2. Name of contact. *

Rev Andrew Gardner

3. Contact email address *

grandrewg56@gmail.com

4. Contact phone number.

07974066456

5. Please provide a brief description of your group/organisation. *

To be an open, friendly church family, to worship God together, to support each other and serve our local community.

<https://www.thegatheringatlongridge.co.uk>

Please note: We are part of the Free Methodist Church in UK and Ireland.
The charity umbrella we are linked to is called Kingdom Ministries.

Link to our constitution: <https://fmcusa.org/resources/2023bod>

6. Is your group a charity? *

☒ Yes

☐ No

7. Charity number (if applicable)

1192754 Kingdom Ministries

8. Purpose of the grant application *

Please describe the project or activity for which you are seeking funds.

New equipment and publicity facilities which will enhance our service to the community.

9. Amount of grant requested (£). If the Grant request is over £250 you will need to provide a recent bank statement and a copy of your Constitution *

Approximately £935

10. How will the grant be used? *

Please provide a breakdown of how the funds will be spent.

Approximate costs

Lap Top computer £ 350 For administration, website and presentation purposes
Printer 250 As above
A-frame stand 100
New website 250
5 A2 vinyl posters 50
200 A4 3-fold brochures 35

11. Have you applied for funding from other councils or organisations? *

- ☐ Yes
- ☒ No
- ☐ Not sure

12. Have you previously received funding from Longridge Town Council? *

- ☐ Yes
- ☒ No
- ☐ Unsure

13. We agree to payback the grant if the project/activity for which the grant was awarded does not proceed. *

- ☒ We agree to repay the grant.
- ☐ We do not agree to repay the grant.

14. Have you provided recent bank statements for all the accounts you hold. *

- ☒ Yes
- ☐ No
- ☐ Not required

15. Have you provided a copy of your Constitution/Terms of Reference? *

- ☒ Yes
- ☐ No
- ☐ Not required

16. If applicable please provide a reason for not providing a recent bank statement or Constitution/Terms of Reference

Please note: We have recently changed our banking to come under the finance umbrella of Kingdom Ministries as explained above.
The statement is for the last three months of our previous bank account up to August 2025

17. Please provide bank details to which any grant will be paid. Account Name - Sort Code - Account Number *

Lloyds Bank PLC

Account: Kingdom Ministries UK

A/C No: 68790163

Sort code: 30-98097



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	Love Longridge Ltd		
Address of Organisation. This should be the base if you have, or the venue where your activities are usually carried out.			
BTC House Chapel Hill Longridge PR3 3JY			
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
Charity Number	n/a – not for profit organisation, not a charity		
Contact Name. Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer.			
Gary Ward			
Contact Address. Of the person completing this form including post code.			



Blue Sky Family Wealth Management Ltd

The business centre, Stonebridge Mill

Kestor Lane

Longridge

Telephone:

Mobile:

07875758221

Email:

gary@blueskyfwm.com

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

We seek to make improvements to the town by assisting small business owners to succeed. We believe that a healthy business community makes for a healthy and happy overall community. This is traditionally done by putting on events that bring people into our town e.g. Longridge SoapBox Derby, Longridge Does Christmas, Tractor Rally and Santa Dash

Purpose for which any financial support is requested.

We would respectfully ask for help in providing toileting facilities and waste disposal (i.e. skip hire) for the upcoming Longridge SoapBox Derby. The provision of financial support not only helps us create increased support for St Catherine's Hospice, but also enables our volunteers to be more effective at clearing the streets of Longridge of litter. This helps reduce the level of complaints that occur, where it takes us a longer time to complete the task.

The provision of sufficient toilets is not only a legal requirement for the event but also encourages visitors to stay in the town longer and to spend more money in local businesses.



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

£1,790

Details:

Toileting facilities - £1,230

2 x large skips - £560 (cheapest quote)

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) Gary Ward

Signature of Applicant: **Gary Ward**

Date: 22/07/2025

TAX INVOICE

Longridge Soap Box Derby

Invoice Date
2 Oct 2024

Invoice Number
INV-1468

VAT Number
425119125

Portable Conveniences
23 Clarence Street
Barnoldswick
Lancashire
BB18 5DX
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Portable toilets	7.00	75.00	20%	525.00
Accessible toilets	2.00	100.00	20%	200.00
6 bay walk in urinals	2.00	150.00	20%	300.00
Subtotal				1,025.00
TOTAL VAT 20%				205.00
TOTAL GBP				1,230.00
Less Amount Paid				1,230.00
AMOUNT DUE GBP				0.00

Due Date: 9 Oct 2024
Terms : 7 days from invoice date
Remittance details:
Account name Portable Convenience
Account number 17029262
Sort code 05-04-69
Quote invoice number as payment reference

PAYMENT ADVICE

To: Portable Conveniences
23 Clarence Street
Barnoldswick
Lancashire
BB18 5DX
UNITED KINGDOM

Customer	Longridge Soap Box Derby
Invoice Number	INV-1468
Amount Due	0.00
Due Date	9 Oct 2024
Amount Enclosed	
Enter the amount you are paying above	

Name of Company	Quote for 2 x 8 yard skips	Delivery Date	Collection Date
HS Dransfield	£660	Late Friday night 12th	Early Monday Morning 15th
Blackburn Skips	Don't deliver to Longridge		
Pete Marquis			
Clitheroe Skip Hire	£560	2 Weeks Minimum	12th - 26th
JMS Skip Hire	£816.96	1 Week Minimum	12th - 19th
Mick George	£681.50	Saturday 13th	Monday 15th
Find a skip			Link sent to email to order



**CERTIFICATE OF INCORPORATION
OF A
PRIVATE LIMITED COMPANY**

Company Number **14061793**

The Registrar of Companies for England and Wales, hereby certifies that

LOVE LONGRIDGE LIMITED

is this day incorporated under the Companies Act 2006 as a private company, that the company is limited by guarantee, and the situation of its registered office is in England and Wales.

Given at Companies House, Cardiff, on **22nd April 2022**.

The above information was communicated by electronic means and authenticated by the
Registrar of Companies under section 1115 of the Companies Act 2006

COMPANY NOT HAVING A SHARE CAPITAL

Memorandum of Association of LOVE LONGRIDGE LIMITED

Each subscriber to this memorandum of association wishes to form a company under the Companies Act 2006 and agrees to become a member of the company.

Name of each subscriber	Authentication
GARY STEPHEN WARD	Authenticated Electronically
ANGELA JANE BARTLEY	Authenticated Electronically
MARTIN GARRY	Authenticated Electronically

Dated: 21/04/2022

Account Name
LOVE LONGRIDGE LIMITED

Account No 32395760 Sort Code 01-03-32 Page No 1 of 3



00003390/00005504/319 B 006517-0001-0
MR MARTIN GARRY
LOVE LONGRIDGE LIMITED
BTC HOUSE CHAPEL HILL
LONGRIDGE PRESTON
PR3 3JY



Current Account

Summary	
Statement Date	28 FEB 2025
Period Covered	29 NOV 2024 to 28 FEB 2025
Previous Balance	£4,517.23
Paid In	£927.33
Withdrawn	£1,845.83
New Balance	£3,598.73
BIC	NWBKGB2L
IBAN	GB38NWBK01033232395760

Welcome to your NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at www.natwest.com
If you have changed your address or telephone number please let us know.

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
29 NOV 2024	BROUGHT FORWARD			4,517.23
	Automated Credit CHARLOTTE BLEZARD 610 FP 29/11/24 1147 00153425632HHJJXVZ	10.00		4,527.23
	Automated Credit FREDERICK BLEZARD 609 FP 29/11/24 1327 00153425632HHJNYFT	10.00		4,537.23
	OnLine Transaction ANGELA BARTLEY Tractor run prize VIA MOBILE - PYMT FP 29/11/24 10 37181200353863000N		150.00	4,387.23
02 DEC	Automated Credit MILLER RE&P 626 ROB MILLER FP 01/12/24 0005 911723645000102101	10.00		4,397.23
03 DEC	OnLine Transaction ANDERTON TP 619 VIA MOBILE - PYMT	10.00		4,407.23
04 DEC	Automated Credit EMMA BAINES SANTA GROTTO FP 04/12/24 1244 00153425632HHSVMBN	465.33		4,872.56
06 DEC	Credit 000053	70.00		4,942.56
09 DEC	Automated Credit BOOKT CLIENT BKTZNE INV-754382 FP 08/12/24 1011 042809551101802101	322.00		5,264.56
11 DEC	OnLine Transaction SIMON DEE INVOICE 2648 VIA MOBILE - PYMT FP 10/12/24 10 27234150435511000N		222.00	5,042.56
	OnLine Transaction Caroline Kenyon Inv 141 VIA MOBILE - PYMT FP 11/12/24 10 4700310297774000N		150.00	4,892.56
	OnLine Transaction S Robert P Bentham Inv 63 VIA MOBILE - PYMT FP 11/12/24 10 42005912754688000N		140.00	4,752.56
16 DEC	Direct Debit HISCOX HISCOX PIB 8091032		12.28	4,740.28
17 DEC	OnLine Transaction Adam Wright Santa VIA MOBILE - PYMT		465.33	4,274.95
20 DEC	Automated Credit SUTCLIFFE B 627 FP 20/12/24 1013 RP4659988749846300	10.00		4,284.95
	OnLine Transaction Royal British Legi PCJ07 VIA MOBILE - PYMT FP 20/12/24 10 03014230189021000N		25.00	4,259.95
24 DEC	OnLine Transaction Charlotte Boden 2029 VIA MOBILE - PYMT FP 24/12/24 10 52070630046986000N		100.00	4,159.95
27 DEC	Standing Order VICTORIA SLATER LOVE LONGRIDGE FP 27/12/24 30 58013555716620000N		80.00	4,079.95
30 DEC	OnLine Transaction HARRISON WJ Tractor run VIA MOBILE - PYMT	20.00		4,099.95
15 JAN 2025	Direct Debit HISCOX HISCOX PIB 8091032		12.28	4,087.67
27 JAN	OnLine Transaction ILEY FOALS LTD Soapbox domain VIA MOBILE - PYMT FP 27/01/25 10 16134305544353000N		86.26	4,001.41
	Standing Order VICTORIA SLATER LOVE LONGRIDGE FP 27/01/25 30 26013400576889000N		80.00	3,921.41

National Westminster Bank Plc. Registered in England & Wales No 920027.
Registered Office: 250 Bishopsgate, London, EC2M 4AA.
Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

RETSTMT - V124 12/02/25

Account Name
LOVE LONGRIDGE LIMITED

Account No 32395760 Sort Code 01-03-32 Page No 2 of 3



NatWest

000339000005504/319 B

0008517-0001-0

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
	BROUGHT FORWARD			3,691.01
14 FEB	OnLine Transaction THOMAS HAVLIN Soapbox wix VIA MOBILE - PYMT FP 14/02/25 10 34141124475632000N		230.40	3,691.01
17 FEB	Direct Debit HISCOX HISCOX PIB 8091032		12.28	3,678.73
25 FEB	Standing Order VICTORIA SLATER LOVE LONGRIDGE FP 25/02/25 30 27023306426247000N		80.00	3,598.73

Unaudited Financial Statements
for the Year Ended 30 April 2025
for
Love Longridge Limited

Love Longridge Limited
Contents of the Financial Statements
for the Year Ended 30 April 2025

	Page
Income Statement	1
Balance Sheet	2
Detailed Income and Expenditure Account	4
Detailed Balance Sheet	5

Love Longridge Limited
Income Statement
for the Year Ended 30 April 2025

	30.4.25 £	30.4.24 £
INCOME	50,854	42,050
Other income	536	-
Direct costs	(32,756)	(25,657)
Depreciation and other amounts written off assets	(180)	(90)
Other charges	(19,009)	(16,967)
Taxation	-	-
DEFICIT	<u>(555)</u>	<u>(664)</u>

Love Longridge Limited (Registered number: 14061793)

Balance Sheet
30 April 2025

	30.4.25		30.4.24	
	£	£	£	£
FIXED ASSETS		600		330
CURRENT ASSETS	32,433		42,331	
CREDITORS				
Amounts falling due within one year	(28,342)		(37,415)	
NET CURRENT ASSETS		4,091		4,916
TOTAL ASSETS LESS CURRENT LIABILITIES		4,691		5,246
RESERVES		4,691		5,246

NOTES TO THE FINANCIAL STATEMENTS

1. STATUTORY INFORMATION

Love Longridge Limited is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address are as below:

Registered number: 14061793

Registered office: BTC House
Chapel Hill
Longridge
Preston
Lancashire
PR3 3JY

2. AVERAGE NUMBER OF DIRECTORS AND EMPLOYEES

The average number of employees during the year was 3 (2024 - 3).

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2025 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

Love Longridge Limited (Registered number: 14061793)

Balance Sheet - continued
30 April 2025

The financial statements have been prepared in accordance with the micro-entity provisions.

The financial statements were approved by the Board of Directors and authorised for issue on
..... and were signed on its behalf by:

.....
Mr M Garry BA (Hons), FCA - Director

Love Longridge Limited
Detailed Income and Expenditure Account
for the Year Ended 30 April 2025

	30.4.25		30.4.24	
	£	£	£	£
Income				
Soapbox Derby income generated	47,652		37,837	
Longridge Does Xmas income generated	<u>3,202</u>		<u>4,213</u>	
		50,854		42,050
Cost of sales				
Soapbox Derby direct costs	29,664		23,721	
Longridge Does Xmas direct costs	<u>3,092</u>		<u>1,936</u>	
		32,756		25,657
GROSS SURPLUS		18,098		16,393
Other income				
Sundry receipts	36		-	
Grants received	<u>500</u>		<u>-</u>	
		536		-
		18,634		16,393
Expenditure				
Rent	640		-	
Insurance	132		120	
Marketing and design costs	540		808	
Travelling	238		57	
Repairs and renewals	402		-	
Computer and website expenses	114		1,200	
Sundry expenses	212		77	
Donations	<u>16,731</u>		<u>14,705</u>	
		19,009		16,967
		(375)		(574)
Depreciation				
Plant and machinery	150		-	
Fixtures and fittings	<u>30</u>		<u>90</u>	
		180		90
NET DEFICIT		<u>(555)</u>		<u>(664)</u>

This page does not form part of the statutory financial statements

Love Longridge Limited
Detailed Balance Sheet
for the Year Ended 30 April 2025

	30.4.25 £	30.4.24 £
FIXED ASSETS		
Plant and machinery	510	-
Fixtures and fittings	90	330
	<u>600</u>	<u>330</u>
CURRENT ASSETS		
Trade debtors	25,135	2,190
Prepayments	1,333	598
Bank account no. 1	5,920	39,543
Cash in hand	45	-
	<u>32,433</u>	<u>42,331</u>
CREDITORS		
Amounts falling due within one year		
Trade creditors	(97)	-
Accruals and deferred income	(28,245)	(37,280)
Accrued expenses	-	(135)
	<u>(28,342)</u>	<u>(37,415)</u>
NET CURRENT ASSETS	<u>4,091</u>	<u>4,916</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>4,691</u>	<u>5,246</u>
NET ASSETS	<u>4,691</u>	<u>5,246</u>
RESERVES		
Income and expenditure account	<u>4,691</u>	<u>5,246</u>

This page does not form part of the statutory financial statements



Meeting:	Budget Committee
Meeting Date:	3 September 2025
Title:	Budget and Cash Flow
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To update members of the Council's financial position.

2. Introduction

Table 1 is a summary of the details set out in Appendix 1 (attached).

Table 1. Unity Trust Bank	Actual £	Forecast £
Funds carried forward 01/04/25:	6,370	-
Funds since 01/04/25:	108,242	-
Total Funds	114,612	144,116
Expenditure since 01/04/25:	-52,808	-134,597
Balance	61,804	9,519

Nat West - Account 1	£
June 2025	88,453
To be transferred to Unity:	-15,000
End of Year Balance	73,453

Amount to be
carried
forward into
2026/27

Nat West - LTC	£
August 2025	5,000
End of Year Balance	5,000

Amount excludes
interest.

3. Members are recommended:

To note the Report and Appendix 1.

Appendix 1



Longridge
Town Council

Meeting Date: 3 September 2025

Title: Cash Flow - Update

Submitted by: Clerk and Responsible Financial Officer

Purpose of the report:

Cash Flow Forecast for 2025-26

Recommendations:

See main report.

Actual and Projected Income - 1 April 2025 to 31 March 2026. v.24/08/25

		2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Income £	Code
Source			Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
1	Allotment Rent	437	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437	260
2	RVBC and LCC Grants	1,000	0.00	1,814.00	0.00	0.00	0.00	500.00	0.00	0.00	3,314	205
3	Bank Interest NatWest	162	90.00	90.00	90.00	80.00	80.00	80.00	80.00	80.00	832	160
4	Petty Cash	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	170
5	Precept	98,195	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	98,195	200
6	Room Hire (Lettings)	1,040	405.00	580.00	260.00	260.00	260.00	260.00	260.00	260.00	3,585	290
7	Café Rent	2,828	707.00	707.00	707.00	707.00	707.00	707.00	707.00	707.00	8,484	295
8	Utilities Contribution	716	638.13	0.00	0.00	750.00	0.00	0.00	750.00	0.00	2,854	296
9	Café Insurance/Other	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-
10	Other Grants	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	250
11	Adjustments	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-
12	Donations	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	280
13	Banners letting space	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	297
14	Funds reserve transfer	0	0.00	0.00	15,000.00	0.00	0.00	0.00	0.00	0.00	15,000	298
15	VAT Refund	3,865	0.00	0.00	0.00	1,180.00	0.00	0.00	0.00	0.00	5,045	210
16	Sundry Income	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	220
	TOTAL	108,242.42	1,840.13	3,191.00	16,057.00	2,977.00	1,047.00	1,547.00	1,797.00	1,047.00	137,746	

Actual and Projected Expenditure - 1 April 2025 to 31 March 2026. v 24/08/25

Community Purse		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26							2025-26 Projected Spend £	Variance: Projected vs Budget £	Code
				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
1	Youth Council	1,500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-1,500.00	450
2	Allotments	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-100.00	460
3	Civic Events inc. Remembrance Services	6,000	1,395.60	217.00	28.00	1,500.00	200.00	100.00	500.00	0.00	3,941	-2,059.40	470
4	Mayor Allowance	600	550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550	-50.00	480
5	Community Partnership	500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-500.00	490
6	Christmas trees	5,000	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	600	-4,400.00	500
7	Grants, Donations and Sponsorship	20,000	9,950.00	0.00	12,000.00	0.00	0.00	0.00	0.00	0.00	21,950	1,950.00	510
8	Community Sponsorship	500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-500.00	520
SUB TOTAL		34,200	11,895.60	217.00	12,028.00	1,500.00	800.00	100.00	500.00	0.00	27,041	-7,159.40	

Amenity and Asset Maintenance		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26							2025-26 Projected Spend £	Variance: Projected vs Budget	Code
				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
15	Public Toilets	500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-500.00	530
16	Plants and planters	1,000	480.74	100.00	0.00	250.00	0.00	0.00	0.00	250.00	1,080.74	80.74	415
17	Gardener	2,000	842.73	260.00	200.00	200.00	200.00	100.00	100.00	100.00	2,202.73	202.73	420
18	Tree Works	0	0.00	0.00	870.00	0.00	0.00	0.00	0.00	0.00	870.00	870.00	410
19	Caretaker	3,000	2,795.02	540.00	0.00	0.00	0.00	0.00	0.00	0.00	3,335.02	335.02	440
20	Play Area and Skatepark	1,000	220.00	0.00	3,000.00	880.00	0.00	0.00	0.00	0.00	4,100.00	3,100.00	550
21	Litter and Waste Disposal	1,250	1,191.23	103.50	0.00	0.00	0.00	0.00	0.00	0.00	1,294.73	44.73	570
22	War Memorial	0	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00	100.00	405
23	Asset Purchase	0	549.00	0.00	2,800.00	0.00	0.00	0.00	0.00	0.00	3,349.00	3,349.00	390
24	Asset Replace and Refurbish	2,000	740.79	0.00	0.00	0.00	0.00	200.00	0.00	0.00	940.79	-1,059.21	395
25	Maint.of Open Space	0	0.00	145.85	0.00	0.00	0.00	0.00	0.00	0.00	145.85	145.85	540
26	Defib. and Bleed Kits	700	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-700.00	580
SUB TOTAL		11,450	6,819.51	1,149.35	6,870.00	1,430.00	200.00	300.00	100.00	350.00	17,418.86	5,968.86	

Insurance, Banking & Prof. Services		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26							2025-26 Projected Spend £	Variance: Projected vs Budget	Code
				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
27	Insurance	3,500	3,250.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,250.15	-249.85	350
28	Bank Charges	240	42.30	10.65	10.65	10.65	10.65	10.65	10.65	10.65	127.50	-112.50	355
29	Memberships & Subscriptions	1,500	1,115.93	250.00	0.00	0.00	0.00	0.00	0.00	0.00	1,365.93	-134.07	590
30	Professional Services	2,000	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	750.00	-1,250.00	600
31	Auditor	500	550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550.00	50.00	365
SUB TOTAL		7,740	4,958.38	260.65	10.65	760.65	10.65	10.65	10.65	10.65	6,043.58	-1,746.42	

		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
Station Building Maint. and Clean				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
35	Hygiene and Cleaning	6,500	2,554.08	340.00	310.00	370.00	310.00	310.00	310.00	370.00	310.00	5,184.08	-1,315.92	610
36	Alarm Systems	400	247.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	247.50	-152.50	620
37	Fire Alarm	250	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-250.00	630
38	General Maintenance and SY Maint	8,500	358.92	702.99	450.00	450.00	450.00	450.00	450.00	450.00	450.00	4,211.91	-4,288.09	640/560
39	CCTV	500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-500.00	650
40	IT Support	350	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-250.00	660
SUB TOTAL		16,500	3,260.50	1,042.99	760.00	820.00	760.00	760.00	760.00	820.00	760.00	9,743.49	-6,756.51	

		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
Miscellaneous Expenses				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
45	Post, stationary and consumables	1,000.00	76.82	0.00	98.19	0.00	0.00	98.00	0.00	0.00	98.00	371.01	-628.99	670
46	Attendance at conferences	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,000.00	680
47	Cllr. Expenses	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-200.00	690
SUB TOTAL		2,200.00	76.82	0.00	98.19	0.00	0.00	98.00	0.00	0.00	98.00	371.01	-1,828.99	

Office		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
50	Furniture	600.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	200.00	-400.00	700
51	Equipment	250.00	119.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.70	-130.30	710
SUB TOTAL		850.00	119.70	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	319.70	-530.30	

		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
Specific Projects				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
55	Longridge in Bloom	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720
56	Festive lights and brackets (earmarked res.)	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	10,000.00	730
57	Community Well-Being Garden	2,000.00	1,000.00	0.00	0.00	800.00	0.00	0.00	0.00	200.00	0.00	2,000.00	0.00	740
SUB TOTAL		2,000.00	1,000.00	0.00	0.00	800.00	10,000.00	0.00	0.00	200.00	0.00	12,000.00	10,000.00	

		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
Staff Costs				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
60	Town Clerk and RFO Salary	30,000.00	11,752.17	2,860.00	2,860.00	2,860.00	2,860.00	2,860.00	2,860.00	2,860.00	2,860.00	34,632.17	4,632.17	300
61	HMRC Town Clerk and Admin Assitant	7,500.00	9,022.35	0.00	0.00	550.00	715.00	715.00	715.00	715.00	715.00	13,147.35	5,647.35	302
62	Admin Assistant and Deputy Town Clerk	0.00	0.00	0.00	0.00	435.00	435.00	435.00	435.00	435.00	435.00	2,610.00	2,610.00	301
63	Pension costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	303
65	Staff Training	0.00	0.00	0.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00	150.00	150.00	315
66	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	310
67	Payroll costs	0.00	0.00	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00	600.00	305
SUB TOTAL		37,500.00	20,774.52	2,860.00	2,860.00	3,845.00	4,160.00	4,610.00	4,010.00	4,010.00	4,010.00	51,139.52	12,889.52	

Telephone and Internet		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
68	Telephone - Landline	750	93.22	176.35	88.00	88.00	88.00	88.00	88.00	88.00	88.00	885.57	135.57	750
69	Telephone - Mobile	300	119.16	29.79	29.79	29.79	29.79	29.79	29.78	29.79	29.79	357.47	57.47	760
70	Website and web and email services	1,000	357.25	81.40	81.40	87.00	87.00	87.00	87.00	87.00	87.00	1,042.05	42.05	770
71	Computer Equipment	1,000	225.00	0.00	0.00	550.00	0.00	0.00	0.00	0.00	0.00	775.00	-225.00	780
	SUB TOTAL	3,050	794.63	287.54	199.19	754.79	204.79	204.79	204.78	204.79	204.79	3,060.09	10.09	

		2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance: Projected vs Budget	Code
Utilities				Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar			
75	Electricity	20,000	252.11	250.00	250.00	250.00	350.00	350.00	350.00	350.00	350.00	2,752.11	-17,247.89	790
76	Gas	1,300	751.07	50.00	50.00	70.00	70.00	90.00	100.00	100.00	90.00	1,371.07	71.07	800
77	Water and Waste	3,500	925.17	312.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,337.17	-162.83	810
78	Rates	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
SUB TOTAL		24,800	1,928.35	612.00	600.00	620.00	720.00	740.00	750.00	750.00	740.00	7,460.35	-17,339.65	

	2025-26 Budget	2025-26 Apr-July Actual	Forecast 2025-26								2025-26 Projected Spend £	Variance, Projected vs Budget
			Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
TOTAL	140,290	51,628.01	6,430	23,426	10,730	16,855	6,823	6,335	6,345	6,023	134,597	-6,493
VAT Recoverable		1,180.05										
Total:		52,808.06										

Expenditure - Unity Bank 01/04/25 - 31/07/25:	52,808.06
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Check

Summary	2025-26 Apr-July									
Income	108,242.42									Total Forecast £
Carried forward from 2024/25	6,370.32	Forecast Income 2025-26								
Actual Income to date:	114,612.74	1,840	3,191	16,057	2,977	1,047	1,547	1,797	1,047	144,116
Forecast Expenditure										134,597
Forecast Balance:										9,519

Agenda Item 12

For Information

Meeting:	Budget Executive Committee
Meeting Date:	03 September 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 29/05/2025 Meeting.

Minute 250529/	Action	Who	Update
9	c. Seek another auditor for 2026/27 and 2027/28	Clerk	Complete
10	b. Submit the grant requests from u3a and RBL to the next meeting of the Full Council	Clerk	Complete
	c. Contact LSSA requesting additional information	Clerk	Complete
	d. Review the Council's current Grant Policy to address restricted and unrestricted funds.	Clerk	Noted

3. 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

4. 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

5. 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

6. Members are recommended:

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