



Longridge Town Council

Budget Executive Committee Minutes

Date:	26 November 2025	
Place:	Council Offices, Station Buildings, Berry Lane, Longridge.	
Present:	Councillors: R. Walker, S. Rainford and P. Smith.	
In attendance:	Town Clerk and Cllr. Wallbank (Observer)	
Meeting started:	18:30	Meeting closed: 21:25

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1. WELCOME BY THE CHAIR.

The Cllr. Walker welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE.

Apologies were accepted from Cllrs. Stubbs, Eccles and Rogerson.

The Chair noted that along with sending her apologies Cllr. Eccles had also submitted written observations regarding items on the agenda which Cllr. Eccles had emailed to all members of the Budget Committee and which the Clerk had responded to.

The Chair asked members if they wished to comment on Cllr. Eccles's email.

RESOLVED THAT THE COMMITTEE:

- a. Noted Cllr. Eccles's observations.
- b. Request the Clerk and Chair to seek approval before transferring funds between the Council's different bank accounts.

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

None.

4. APPROVE THE MINUTES OF THE BUDGET MEETINGS HELD ON 29 OCTOBER 2025.

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

5. PUBLIC PARTICIPATION.

There was no public participation. Cllr. Wallbank attended as an observer, but did participate in the meeting.

6. 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.
- c. Request the Clerk to request the Estates Committee at their next meeting to review the Café Lease in relation to the proportion of utility charges paid by them.
- d. Request the Clerk to correct the NatWest statement of account to show that £20,000 was transferred to the Council's Unity Trust bank account on 22/09/25
- e. Request the Clerk to look at alternative banking arrangements in regard to a potential switch from NatWest and report back to the Committee.
- f. Request the Clerk to look at ways in which a simple but effective audit trail can be carried out by committee members.

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	1575	Energy Checkpoint	Payment for bringing to a conclusion the dispute the Council had with British Gas over an electricity bill in excess of £9,500.	1,000.00	-	1,000.00		07/11/25
2	74	Longridge Band	Remembrance Parade	600.00	100.00	500.00		13/11/25
3	1153	Stately Lighting	Rental, installation and removal of festive lights	4,560.00	760.00	3,800.00		13/11/25
4	GJAEUI	Clerk via Amazon	Internal hard drives	279.88	46.66	233.32		13/11/25
5	ZIAEUI	Clerk via Amazon	Synology 2 bayNAS DS223	249.97	41.66	208.31		13/11/25
6	JR2AEUI	Clerk via Amazon	Lock for community garden gate	14.00	2.33	11.67		13/11/25
7	2323710	Clerk via Amazon	Cable ties for lamppost poppies	23.99	4.00	19.99		13/11/25
8	271150720	Clerk via Smyths	Voucher for Halloween presentation	100.00	-	100.00		13/11/25
9	31709495	Clerk via RSPB Shop	Gift for Irene Reed	100.00	-	100.00		13/11/25
10	sdebt A2237	RVBC	Road Closure Remembrance Parade	49.17	-	49.17		28/10/25
11	3	James Yeates Signwriter	Update Mayoral Board	100.00	-	100.00		17/11/25
				7,077.01	954.65	6,122.46		

Expenditure of £500 approved by Budget Committee on 25/09/24

Note: Approval is not usually sought for expenditure approved by Full Council, the Budget Committee, Direct Debits, and people or organisations where the Town Council has a contractual relationship.

7. BUDGET CONSIDERATIONS.

The Clerk submitted a report requesting members to review the budget for 2026-27 as a precursor to setting the Town Council's 2026-27 Precept.

RESOLVED THAT COMMITTEE:

- a. Request the Clerk and Chair to update the report and spreadsheet in line with comments made at the meeting and convene an extra meeting of the Budget Committee with a focus on members approving the proposed budgets for each line item for 2026-27 and setting a precept for 2026-27.
- b. Request the Clerk to set up a Working Group tasked with defining the three-line items where grant expenditure can be allocated to.
- c. Request the Clerk to review the contracts of the Caretaker and Gardener in regard to re-advertising those positions.
- d. Agree that the cost of installing commando sockets on a further 10 lampposts is met from earmarked reserves.
- e. Request the Clerk to find out the rental costs for the festive lights in 2026-27.
- f. Request Cllr. Smith to look at what the Band D Tax figure would have been in 2025-26, if the percentage increase in previous years had been in line with the relevant RPI at the time.

8. GRANT REQUESTS

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

- Longridge Pub Watch – £539.85. The grant will be used to pay the annual subscription to the 15 establishments that have signed up to the Pub Watch Scheme.
- Longridge and North Preston Rotary – £1,000. The grant will be used to improve the path at the end of John Smith's Park.

RESOLVED THAT THE COMMITTEE:

- Approve the grant request from the Longridge Pub Watch Scheme for £539.85
- Approve the grant request from Longridge and North Preston Rotary of £1,000

9. CHRISTMAS MEAL 2025

The Clerk submitted a report requesting members to consider how the Town Council's Christmas meal should be paid for.

RESOLVED THAT THE COMMITTEE:

Request the Clerk to inform Full Council that the Budget Committee on advice of the Clerk recommend that members pay for their own and guests' meals.

10. UPDATE ON ACTIONS SINCE THE LAST MEETING

The Clerk submitted a report updating members on actions from recent Budget Committee meetings.

RESOLVED THAT COUNCIL:

Note the Report.

11. CONSIDERATION OF MATTERS NOT ON THE AGENDA.

RESOLVED THAT COUNCIL:

- Request the Clerk to contact RVBC regarding the state of the footpath from John Smith's Park to the Farm, and ask them to carry out remedial work.
- Request the Clerk to note the latest DSE requirements and report to the Estates Committee on his findings.

12. NEXT MEETING.

RESOLVED THAT COUNCIL:

Request the Chair and the Clerk to arrange a 'Precept setting' meeting for the first week in December 2025

SIGNED BY CHAIR FOR THE MEETING:

R. Walker

DATE: 02/12/2025