



# Longridge Town Council

## Budget Executive Committee – Draft Minutes

<b>Date:</b>	29 May 2025		
<b>Place:</b>	Council Offices, Station Buildings, Berry Lane, Longridge.		
<b>Present:</b>	Councillors: R. Walker, S. Rainford, N. Eccles and N. Stubbs.		
<b>In attendance:</b>	Town Clerk and Cllr. Smith.		
<b>Meeting started:</b>	18:30	<b>Meeting closed:</b>	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		
				<b>2,217.95</b>	<b>267.07</b>	<b>1,872.66</b>		

**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.

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

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