



Longridge

Town Council

Finance Committee Minutes - Draft

Date:	29 July 2026		
Place:	Council Offices, Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: Gornall (Chair), Eccles, Rogerson, Smith and Stubbs		
In attendance:	Town Clerk and Cllr. R. Walker		
Meeting started:	18:30	Meeting closed:	19:35

260729/

1. WELCOME BY THE CHAIR

The Chair welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE.

None all member were present.

3. DECLARATIONS INTEREST

No declarations of interest were recorded against this agenda.

4. APPROVE THE MINUTES OF THE MEETINGS HELD ON 3 JUNE 2026.

With one minor change regarding financial liabilities carried forward from 2025/26 to be shown.
The minutes were agreed as a correct record and signed by the Chair.

5. PUBLIC PARTICIPATION.

There was no public participation.

6. FINANCE REPORT TO 20 JULY 2026.

The Clerk presented the finance report, noting that the expenditure figures ran to 20 July rather than the full month. The Committee noted that 34% of the annual budget had been spent at 30% of the year elapsed, which included some March activity paid in April.

It was also noted that the new solar panels were generating approximately £1,500 over the year.

Reserves and Outstanding Liabilities - Discussion

It was suggested that outstanding liabilities be shown alongside reserve balances at year-end, rather than reserve balances alone, to give a fuller picture of the Council's financial position.

The Committee noted:

- Several fire alarm call points had failed annual inspection and had been replaced, resulting in an overspend of £194. It was agreed that the building maintenance reserve should absorb such risk events.
- The defibrillator budget (580) had £630 remaining; no annual maintenance was required, though batteries and pads would need replacing in due course.
- The planter budget (747) of £1,000 was discussed. As planters were not being purchased, it was agreed the funds be reallocated to the community garden/planting budget.

- Longridge Loop Section 106 funds of £3,536 remained; invoices were being gathered to request release of these funds from RVBC.

RESOLVED:

- a. That the Finance Report to 20 July 2026 be approved;
- b. That outstanding liabilities be reported alongside reserves at year-end;
- c. That the fire alarm call point over spend of £194 be met from the building maintenance reserve;
- d. That the £1,000 planter budget be reallocated to community.

7. GRANT REQUESTS**Longridge u3a - Grant Application (£1,380 requested)**

The Committee considered the application from Longridge u3a. It was noted that the tables element of the request would be removed, as the Council would purchase civic hall tables directly (see minute 260729/8)

The remaining request of approximately £1,000 covered printing/publicity costs and a laptop for treasurer use.

Members raised concerns regarding the ongoing nature of the expenditure, the absence of supporting bank statements, and the cost of the laptop (approximately £600), which was considered high. It was noted that the Council had previously funded laptops for Gatherings and Heritage Central.

RESOLVED:

That the application be deferred to the September meeting, and that Longridge u3a be asked to provide bank statements, an itemised printing cost breakdown, and a formal laptop quote; and that the Clerk remind the applicant that grant funding cannot be used to cover ongoing running costs.

Pump Track Group — Grant Application (£705 requested)

The Committee considered the application from the Pump Track Group. It was noted that the group did not yet hold a bank account, with a constitution being set up imminently, and that the external event organiser was likely to hold public liability insurance.

RESOLVED:

That a grant of £705 be approved, to be paid on invoice to Oliver Pattern, subject to confirmation of public liability insurance held by the event organiser; and that race sponsorship be considered separately at a future meeting.

Goosnargh and Longridge Show (GLAS) - Grant Application (£1,000)

The Committee considered the grant application from GLAS. It was noted that the show had been well-regarded, and that Whittingham Council had had a prominent branding presence, whereas Longridge's presence had been minimal.

RESOLVED:

That the grant of £1,000 be approved, and that a diary note be set approximately three months ahead of the 2027 show, to enable the Town Council to organise a stand and volunteers.

8. TABLES PURCHASE

The Committee noted that the Council had been offered tables for £320, which could be used for Full Council meetings and u3a groups.

RESOLVED:

That the Council purchase the civic hall tables directly for £320, and that the table element be removed from the Longridge u3a grant request accordingly.

9. CONSIDERATION OF MATTERS NOT ON THE AGENDA.**RESOLVED:**

That the Clerk enquire into who will be organising 'Longridge Loves Christmas' for 2026.

10. SCHEDULE OF MEETINGS

The Committee noted that it will continue to meet on the fourth Wednesday of each month, with the exception of August 2026, when the meeting will be cancelled to reflect the school holiday period.

Next meeting: 23 September 2026

11. EXCLUSION OF PRESS AND PUBLIC - CONFIDENTIAL BUSINESS

It was RESOLVED, under the Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded from the meeting for the following item of business, by reason of the confidential nature of the matter to be discussed.

12. TOWNELEY GARDEN EVENT SPACE — TENDER EVALUATION AND CONTRACT AWARD

The Clerk presented the tender evaluation for the Towneley Garden Event Space procurement.

Five fully compliant bids had been assessed on cost, timescale, and deliverables. The scope comprised the core bowling green conversion plus three options: path refurbishment, street lamp refurbishment, and an accessible path from the building.

RESOLVED:

That the recommendations made by the Committee be referred to an extraordinary meeting of Full Council, targeted for Wednesday 6 August 2026, for formal approval of the contract award.

SIGNED BY CHAIR FOR THE MEETING

DATE

A 'wet' copy is on file.