Longridge Town Council

Budget Executive Committee – Minutes

Date:	04 February 2026		
Place:	Council Offices, Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: Walker, Rainford, Smith, Eccles and Stubbs.		
In attendance:	Town Clerk		
Meeting started:	18:30	**Meeting closed:**	20:10

260204/

1. **WELCOME BY THE CHAIR.**
   The Cllr. Walker welcomed everyone to the meeting.

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**
   Cllr. Rainford expressed interest in Agenda Item 7, Requests for Grants and Patron Fees.

4. **APPROVE THE MINUTES OF THE BUDGET MEETINGS HELD ON 2 DECEMBER 2025.**
   The minutes were agreed as a correct record and signed by the Chair.

5. **PUBLIC PARTICIPATION.**
   There was no public participation.

6. **FINANCE REPORT.**
   The Clerk submitted a report requesting members to approve the accounts to date.

   RESOLVED THAT COMMITTEE:

   a. Approve the accounts to date.
   b. Request the Clerk to provide narrative on the Expenditure Tab, explaining budget variances.
   c. Approve the schedule of payments as set out in the Report and the table below:

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	9507136954	Shred-it	Secure print material disposal	104.86	17.48	87.38	08/02/2026	
2	INV2421	Yates Playgrounds	Repairs and Maintenance on the Recreation Ground Play Area managed by LTC	3,336.00	556.00	2,780.00		18/12/2025
				3,440.86	**573.48**	**2,867.38**		

7. REQUESTS FOR GRANTS AND PATRON FEES.

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

- The Community Food Bank at Longridge - £1,000. The grant would be used for marketing purposes and to buy shortages of essential food parcels.
- Citizens Advice East Lancashire (CAEL) - £880. The grant would be used, for amongst other things, to secure suitable advertising materials.

In addition, members were asked to consider a request from the Longridge Band for renewal of the annual patron fee. **Note:** *When this item was discussed, Cllr. Rainford left the meeting and returned after members had agreed what the annual patron fee should be.*

RESOLVED THAT COMMITTEE:

a. Approve in principle the grant request from the Community Food Bank at Longridge for £1,000, subject to the Foodbank providing a breakdown of the expenditure set out in their grant request application.

b. Refuse the application from CAEL.

c. Approve a 2025 Annual Patron Fee of £750 to the Longridge Band.

d. Authorise the Clerk to contact the applicants regarding the Council's decisions and make any arrangements for payment.

8. BANKING CONSIDERATIONS

The Clerk submitted a report requesting members to consider transferring funds from an existing NatWest bank account to a Unity Trust Bank savings account.

RESOLVED THAT COMMITTEE:

a. Agree to set up a new 32 Day Notice Savings Account with Unity Trust Bank.

b. Authorise the Clerk to make the necessary arrangements.

9. UPDATES ON ACTIONS FROM PREVIOUS MEETINGS

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

RESOLVED THAT COUNCIL:

a. Note the Report

b. Regarding Action – 251126/6c. Request the Clerk to engage with the Council's solicitors to prepare a draft Licence Agreement for review by the Council in preparation for a new café tenant.

10. CONSIDERATION OF MATTERS NOT ON THE AGENDA.

Request the Clerk to add Speed Indicator Devices (SpIDs) as an Agenda Item to the next meeting.

11. NEXT MEETING.

Wednesday March 4 2026

SIGNED BY CHAIR FOR THE MEETING: R. Walker DATE: 04-03-2026

A 'wet' copy is on file.