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| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town Council  Council Offices, The Station Building  Berry Lane, Longridge. PR3 3JP  Telephone: **01772 782461**  email: [clerk@longridge-tc.gov.uk](http://h/)  website: [www.longridge-tc.gov.uk](http://h/) |

**Mission Statement**

Endeavour, through foresight and leadership, to enhance quality of life for Longridge residents and visitors.

Working to enrich facilities and nurture opportunity,

to protect and improve the built and natural environment, and promote community pride.

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Due to the restrictions in place due to Covid 19, an agenda was issued to deal with matters that required Council’s attention, and comments were requested from Councillors.

These verbal minute notes confirm any written comments received and Councillors comments during Zoom meeting on Wednesday 10th March 2021.

Andrea Pownall – Town Clerk

Councillors present at zoom meeting: Cllr. S. Ashcroft

Cllr. R. Adamson

Cllr. H. Gee

Cllr. J. Rogerson

Cllr B. Dalgleish-Warburton

Cllr. N. Stubbs

Cllr. S. Rainford

Cllr. S. Lomas

Cllr. A. Odix

Cllr. J. Clark (from 7.05pm)

Cllr. R. Beacham (7.23pm to 7.44pm)

Observer - Andrew McLaughlin

**Verbal Minute 0409 Declarations of Interest**

Cllr Jim Rogerson - President of GLAS (verbal minute number 0420)

**Verbal Minute 0410 Approval of Minutes**

Verbal Minute 0397 Longridge Assets - it was agreed that the word "financial return" be replaced with "document" and It was then **resolved** to agree the verbal minutes of the meeting of the 10th February 2021, as an accurate record.

**Verbal Minute 0411 Consideration of Planning & Licence Applications**

**3/2021/0093 - 69 Preston Road** - Proposed single-storey side extension and side porch

Providing the neighbours have been consulted, Longridge Town Council have no further comments to make regarding this planning application.

**3/2021/0017 - The Brows Farm, Higher Road** - Proposed agricultural building

Providing the neighbours have been consulted, Longridge Town Council have no further comments to make regarding this planning application.

**3/2021/0106 - 35 College Close** - Proposed conversion of garage to study and first floor extension

Providing the neighbours have been consulted, Longridge Town Council have no further comments to make regarding this planning application.

**3/2021/0190 - 2 Water Meadows** - Proposed single storey rear lean-to extension to form new integral garage. Conversion of existing garage to form new office/snug. Flat room link extension (side/rear elevation)

Providing the neighbours have been consulted, Longridge Town Council have no further comments to make regarding this planning application.

Appeal to Secretary of State - 3/2020/0620 & 0621 - Alston Hall, Alston Lane - Proposed single storey replacement conservatory to rear.

Longridge Town Council have no further comments to make on the above planning applications.

**Verbal Minute 0412 Refusal of Planning Permission - 3/2021/0070 - The Stables, Chaigley Road**

**Council noted**  the refusal of the above planning application. Council discussed the reinstatement of the boundary wall of this property and it was agreed that the land owner be written to with a request to rebuilding of the wall be undertaken.

**Verbal Minute 0413 Return to Face to Face Meetings**

**Council discussed and agreed** that the there was not sufficient room within the Station Buildings for adequate social distancing to be applied. **Council agreed** that the Civic Hall be booked with Christ Church being an alternative location. The date of the first face to face meeting is scheduled to be 14th April 2021.

**Verbal Minute 0414 - RVBC Infrastructure Funding Statement 2019/20**

**Council agreed** that it was a useful document in relation to the Section 106 payments relating to the town.

**Council noted** Item 2.8 of the document which states "the introduction of CIL is being considered alongside the production of the new local plan".

**Council discussed and agreed** that the Director of Planning and Economic Development at Ribble Valley Borough Council be contacted to ascertain:

* how the Section 106 monies from the Rowland Homes development (Dilworth Triangle) that was not included within this document had been utilised around the town.
* timescales in which the monies have to be spent
* process in which Longridge Town Council can be involved in the spend on public realm improvements
* who to contact at Lancashire County Council to ascertain how the Section 106 monies are to be spend.

**Verbal Minute 0415 Longridge Assets**

**Council noted** that the working group from Ribble Valley Borough Council were due to meet week commencing 15th March 2021.

**Council noted** that there was a report brought before Community Services Committee at Ribble Valley Borough Council with regards to the sale the King Street toilets which had agreed that the sale of the building.

**Verbal Minute 0416 Councillor Code of Conduct and Meeting Etiquette**

**Council agreed** the adoption of the new Councillor Code of Conduct, to replace the existing document .

**Council agreed** that the meeting etiquette guidance notes did require some further works and would be brought to the next available Council Meeting for approval.

**Verbal Minute 0417 Community Engagement Proposal**

**Council agreed** that this piece of work along with the new draft social media policy, a revised press policy be referred to the social media working group which was formed pre Covid-19.

**Verbal Minute 0418 Roofing Works, Station Buildings**

**Council noted** that the internal insulation works were due to be completed on or around week commencing 15th March 2021, and the external roofing works should commence shortly afterwards and weather permitting should be completed early/mid May 2021.

**Verbal Minute 0419 Councillor Vacancy**

**Council noted the update.** Town Clerk had received eight expressions of interest for the role of Councillor, but Ribble Valley Borough Council Electoral and Licensing Officer had received a request from 10 electorate in the Alston Ward for a election to be held. The Election will take place on 6th May 2021.

**Verbal Minute 0420 Grant - GLAS**

**Council discussed and agreed** with Budget Committees recommendation that this grant be awarded in full - £460.00

**Verbal Minute 0421 - Allotment Rents**

**Council discussed and agreed** that the Allotment Rents for 2021/22 should be increased by 2% = £67.85 p.a. **Council agreed** that an additional 'administration charge' of £20 be added to the invoice which would be discounted if the invoice payable was paid by the due date.

**Verbal Minute 0422 Longridge Loop Working Group**

**Council noted the update**. Ribble Valley Borough Council have agreed the release of Section 106 monies totalling £9,115.00 plus VAT for Dinsdale Moorland Specialists to undertake the remedial works to Chapel Hill (Happy Alley) once the drainage works have been undertaken.

**Verbal Minute 0423 Longridge Pump Track**

**Council noted the update** from the meeting held on Tuesday 10th March 2021. Robin Hyde who is the resident proposing this project is looking for support from someone to join him as a trustee for the charity foundation status he is looking to set up, to enable him to explore funding streams.

**Verbal Minute 0424 Help Longridge**

**Council noted** that the service is still being provided for the residents of Longridge albeit being rather quite in recent weeks.

**Verbal Minute 0425 - Price Increase - Terry Lewis**

**Council noted and agreed** the price increase from 1st April 2021.

**Verbal Minute 0426 Finance**

**Council authorised payment of:**

a. RVBC - £240.11

b. RVBC - £170.81

c. Rosemary Glen - £568.17

d. TPCS - 46.82

e. Terry Lewis - £80

f. Terry Lewis - £80

g. NALC - £889.72 **from 2021/22 budget**

h. Viking Direct - £65.39

**Council to note the following payments :**

Singleton Joinery - £4,190.00 (verbal minute 0407)

Longridge Community Gym - £750 (verbal minute 0387)

**Council to note** under Finance approved at the last meeting the invoice for Vision ICT - £21.60 has been cancelled and will now not be paid.

**Council to note the following direct debits:**

a. Salary - £1159.99

b. Nest - £64.79

c. Gas Bill - £90.18 (01.01.2021 - 31.01.2021)

d. Hygiene Bins Station Buildings - £61.34

**Verbal Minute 0427 Next Meeting**

The next meeting of Council is Wednesday 14th April 2021.