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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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Proceedings of meeting held on 11th March 2020

Present: Cllr. S. Ashcroft - Mayor/Chairman

Cllr. R. Adamson

Cllr. J. Rogerson (from 7.39pm)

Cllr. R. Beacham

Cllr. H. Gee

Cllr. B. Dalgleish-Warburton

Cllr. M. Arnold

Andrea Pownall - Town Clerk

**Min 0242 Mayors Welcome**

The Mayor opened the meeting and welcomed everyone to the meeting

**Min 0243 Apologies for Absence**

Cllr J. Clark & Cllr S. Rainford (personal commitments), Cllr N. Stubbs (work commitments), Cllr A. Odix (leave)

Cllr J. Rogerson will be arriving late due attending a meeting at RVBC

**Min 0243 Declarations of Interests**

Town Clerk confirmed a Declaration of Interest received on behalf of Cllr J. Rogerson who was not present for the start of the meeting. Planning application 3/2020/0143 - 39 Shay Lane.

Cllr S. Ashcroft - CancerHelp@Vine House (Mayoral Charity)

**Min 0244 Approval of Minutes**

**It was resolved** to sign the Minutes of the meeting of the 12th February 2020, as an accurate record.

**Min 0245 Consideration of Planning & Licence Applications**

3/2020/0101 - 83 Berry Lane - *First Floor, change from residential flat to function room*

Longridge Town Council have no objection to make

**Cllr Rogerson was still not present of the meeting when the following was discussed:**

3/2020/0143 - 39 Shay Lane - *Creation of 4 parking spaces off Shay Lane*

Longridge Town Council have no objection to make

**Min 0246 Appointment of Internal Auditor**

It be noted that Whalley Swarbrick Accountants be appointed Internal Auditors for Longridge Town Council Account 2019/2020

**Min 0247 Stall at Longridge Field Day**

It was agreed that is usual practice that Longridge Town Council should have a stall at Longridge Field Day - Saturday 18th June 2020 .

**Min 0248 Community Recognition Awards 2020**

Discussions took place. **It was agreed** that it would be same categories as previous years and the presentations should take place at Longridge Field Day.

**Min 0230 Longridge Environment Group**

Discussion took place and **it was agreed** that in the short term, Town Clerk would provide banking, accounts payable until an ethical bank could be sourced by LEG.

**Min 0231 Rural Market Towns Group**

**It was agreed** that Longridge Town Council should join the above group (£130 p.a.) with a review in 12 months time.

**Min 0232 Insurance Excess**

**It was agreed** that the insurance excess be paid.

**Min 0233 Grant - Longridge Heritage Centre Trust**

Council **approved payment** of the grant in relation to Longridge Town Archive.

**Min 0234 Estates Committee**

**It was noted** that the report regarding the Caretaker/Handyman has been passed to Staffing Committee for action.

**It was discussed and agreed** that the works to replace the roof should be project managed by a specialised surveying company. One quotation for the work has been received a further two quotations should be sought.

**Min 0235 Website/Social Media Working Group**

The verbal update **be noted**.

**Min 0236 Staffing Committee**

The verbal update **be noted**.

**Min 0237 Longridge Loop Working Group**

The verbal update **be noted**.

**Min 0238 Financial Regulations**

The Financial Regulations **were discussed**. Once the amendments required are made the document will be returned to Council for approval.

**Min 0239 Finance**

**The following were** **approved for payment:**

a. Bishops- £68.40

b Robert Tomlinson - £85.00

c. Initial Technologies - £16.44

d. Initial Technologies - £49.16

e. Terry Lewis - £80.00

f. Terry Lewis - £80.00

g. Rosemary Glen - £477.00

h. Rosemary Glen - £511.12

i. LenTech - £180

j. Rosemary Glen - £511.12

k. Rosemary Glen - £432.00

l. Information Commissioner - £40.00

m. Vision ICT - £21.60

n. Rosemary Glen - £704.40

o. Paul Coupe - £100.00

The following retrospective authorisation was approved:

* HMRC for Tax Quarter 3 -£413.67
* Unity Bank - £5,000

To note payments made my direct debit (for information only):

Town Clerk Salary - £1057.76

Nappy Bins in public toilets - £61.34

Nest - £45.38 (Employer & Employee contributions)

Electric Bill - £588.21& Electric Bill - £85.37.

**Min 0240 Matters Raised by Residents**

There were various issues discussed.

**Min 0241 Next Meeting**

The date of the next meeting is Wednesday 11th March 2020.