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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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**AGENDA**

To the Mayor & Members of Longridge Town Council

You are summoned to attend the next meeting of the Town Council on

**Wednesday 12th February 2020 at 7pm.**

The meeting will be held in the Station Buildings, Berry Lane, Longridge.



Andrea Pownall

Town Clerk

**1. Mayor's Welcome**

**2. To Receive Apologies**

**3. Declarations of Interests**

(and written requests for disclosable pecuniary interest dispensations)

[Note: Councillors are responsible for declaring any personal / prejudicial or disclosable pecuniary interest pertaining to matters on this agenda.](http://h)

[If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on](http://h) the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.

**4. Approval of Minutes**

**To resolve to approve** as a correct record the

Minutes of Council Meeting dated 8th January 2020.

**5. Invited Guests**

Kevin Day - Longridge Police

Heather Barton - Director of Environment Health at RVBC

**6. Public Time**

**7. Consideration of Planning & Licence Applications**

**Appeal to Secretary of State - 3/2018/1105** - The application is for outline planning permission for 21 self-build dwellings and associated works at **Higher College Farm, Lower Road**, Longridge.

LTC original response was: *Longridge Town Council object to this application as the council feels that there is a need for industrial land and this land would serve Longridge better as industrial units.*

**Do Longridge Town Council wish to add anything further to these comments?**

**3/2019/1100 - Land of Davis Street** - *Application is for retention of unauthorised two storey dwelling*

<https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2019%2F1100>

**3/2020/0036 - 28 Calfcote Lane** - *Detached bungalow and land to rear of property accessed from Brindle Close*

<https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2020%2F0036>

**3/2019/0416 - The Palace Cinema, Market Place** - *Installation of ground mounted satellite dish to rear*

<https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2019%2F0416>

**3/2019/1097 - 4 Berry Lane** - *Change of use of first floor flat (and revised opening hours)*

<https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2019%2F1097>

**3/2020/0043 - 25 Jeffrey Avenue** - *Erection of detached single storey open logs store and secure garden store*

<https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2020%2F0043>

**3/2020/0067 - 1 Fleet Street** - *Single Storey porch to front*

<https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2020%2F0067>

**8. Third Quarterley Financial Statement (October 2019-December 2019)**

**To note** the attached report.

**9. Longridge Service Centre Action Plan**

**To discuss** the attached report.

**10. Bowling Green, Towneley Gardens**

**To discuss** proposals for the future of the Bowling Green.

**11. Longridge Environment Group (formally minuted as Single Use Plastic Free Longridge)**

**To discuss and agree** the attached report.

**12. Rural Market Towns Group**

**To discuss** joining with the Rural Services Network, and if applicable

Council to approve payment of subscriptions due.

**13. Work Required to Station Building after Break In - Insurance Excess**

**To discuss and agree** the excess amount payable.

**14. Budget Committee Grant Payment - Longridge Heritage Centre Trust**

Budget Committee have provisionally approved payment of £1,000 in relation to works

carried out in relation to Longridge Town Archive, and now **Council approval is requested**.

**15. Estates Committee**

* Caretaker/Handyman - **To note** the attached report approved by Estates Committee, now passed to Staffing Committee
* To **discuss** the costs regarding the management of the replacement roof at Station Buildings

**16. Website/Social Media Working Group**

**To note** the verbal update.

**17. Staffing Committee**

**To note** the verbal update

**18. Longridge Loop Working Group**

**To note** verbal update

**19. Financial Regulations**

**To adopt** the Financial Regulations that are required to be in place for Longridge Town Council

**20. Finance**

**To authorise payment of the following**:

a. **Resolve to pay** Bishops- £68.40 (quarterly payroll services)

b **Resolve to pay** Robert Tomlinson - £85.00 (removal of Christmas Tree)

c. **Resolve to pay** Initial Technologies - £16.44 (phone bill (no broadband) December 2019)

d. **Resolve to pay** Initial Technologies - £49.16 (phone/broadband November 2019)

e. **Resolve to pay** Terry Lewis - £80.00 (December)

f.  **Resolve to pay** Terry Lewis - £80.00 (January)

g. **Resolve to pay** Rosemary Glen - £477.00 (Station Buildings (December))

h. **Resolve to pay** Rosemary Glen - £511.12 (Berry Lane Public Toilets (December))

i. **Resolve to pay** LenTech - £180 (Christmas Tree Lights - Grant received from RVBC to value of £170.00)

j. **Resolve to pay** Rosemary Glen - £511.12 (Berry Lane Public Toilets (January))

k. **Resolve to pay** Rosemary Glen - £432.00 (Station Buildings (January))

l. **Resolve to pay** Information Commissioner - £40.00 (GDPR and Data Protection Act 2018)

m. **Resolve to pay** Vision ICT - £21.60 (additional email account Community Champion)

n. **Resolve to pay** Rosemary Glen - £704.40 (high level and window clean Summer 2019)

o. **Resolve to pay** Paul Coupe - £100.00 (power washing and gutter clearing Station Buildings)

The following retrospective authorisation is required after payment has been made:

* HMRC for Tax Quarter 3 -£413.67
* Unity Bank - £5,000 - current account balance for on-line banking (in line with current account balance currently held at Nat West)

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

Town Clerk Salary (Jan) - £1057.76

Nappy Bins in public toilets (Jan) - £61.34

Nest (Jan) - £45.38 (Employer & Employee contributions)

Electric Bill (Dec) - £588.21& Electric Bill (Jan) - £85.37. *These are actual amounts to be debited from the bank account. A variety of estimated bills and credit notes have been received but Town Clerk confirms the payments of these amounts.*

The following have been paid under the following minute no:

Min 0131 - Sparks Cafe Grant £500.00

Min 0177 - Deposit for swing band for £339.50

Min 0171 - Little Green Bus Ltd, grant awarded - £250.00

**21. Works in Progress (for information only)**

**22. Reports from Meetings attended by Councillors (for information only**)

**23. Reports from Principal Councils (for information only)**

**24. Reports from Councillors on Issues Raised by Residents (for information only)**

**25. Items for Website/Social Media**

**26. DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 11th March 2020.