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|  | 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 at a meeting held on 13 February 2019.

Present: Cllrs S Ashcroft(Chairman and Deputy Mayor), R Adamson, J Rogerson, M Everett, A Odix, R Beacham

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| ACTION |  | [MIN](http://h) NO |
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|  | Cllr Ashcroft opened the meeting and A minutes silence was observed in respect of Cllr S Tyrer's sudden death. Council agreed to send a donation of £50 instead of flowers to the funeral | 3009 |
|  | [**Apologies for absence**.](http://h)  Apologies for absence were received from Cllrs D Moon,P Byrne (Mayor), S Rainford, B Holden and L Lund (Clerk) | 3010 |
|  | [**Declarations of interests & written requests for disclosable pecuniary interest dispensations**](http://h)  Cllr J Rogerson in respect of planning application 3/2018/0819  Cllr Rogerson - RVBC Planning & Development Committee | 3011 |
|  | **Public Participation**  **None** | 3012 |
|  | **Approval of the minutes** of the Town Council meeting held on the 23 January 2019  The minutes were agreed as a true record.  Proposed Cllr Odix and Seconded by Cllr Beacham  Cllr Odix has a better understanding of the patrons fee for the Longridge Band that was approved at the last meeting.  Matters arising MIn 2987 - Cllr Everett - Towneley Gardens - the grant monies run out on 31/3/19 it was was proposed that the gazebo be purchased and invoiced to LTC who are holding the monies.  Skyping at meetings to be investigated to see if other councils use this method for Cllrs that are away on business. Need to determine if this is legal. | 3013 |
|  | **Action list**  Hygiene Bins - quotes were needed urgently - Admin Asst to chase up  Towneley Gardens - Gazebo - agreed to purchase  Boiler still waiting for Cadent to check the boiler  Skate Park - Clerk to follow up lighting  Gate and Railings Station Building - now completed - invoice to be paid  Signs - clarify with RVBC where have the signs gone on the three entries into Longridge  British Gas Refund - only refunding for 4 days All utilities say it takes 30 days to process a new account. Council agreed that Cllr Adamson would send a letter complaining to British Gas and it cheaper (Agent) | 3014 |
|  | **Reports from Working Groups**  7.1 **Neighbourhood Plan** - Cllr Odix thanked Cllr Everett for the finished plan having updated on the website. Explanatory leaflet was a team effort  7.2 **Longridge Loop** – meeting held 13/2/19 Cllr Adamson arranging site visit with United Utilities and also contacting LCC regarding road condition on Chapel Brow  7.3 **The Recreational Field Memorial Working Group** - no one present  7.4 **Towneley Gardens** – Gazebo to be purchased  7.5 **Longridge in Bloom** - meeting still to be arranged  7.6 **Youth Council - no one present**  7.7 **Longridge Does Xmas - letter sent to interested parties** | 3015 |
|  | **Consideration of planning & Licence applications**  3/2018/0819 The application is for the erection of a detached single dwelling and garage on split level within the large garden to the rear of Overdale, Calfcote Avenue, Longridge (the application should have been on the last agenda but the officer will accept the comments on 14 February)  LTC - No objection  ----------------------------------------------------------------------------------------  3/2019/0063 The application is for the regularisation of an existing, unauthorised agricultural access land off Higher Road, Longridge PR3 2YX  LTC - LTC support views of the highways authority | 3016 |
|  | **Receive Reports of meeting attended by Councillors.**  Parish Council Liaison  Cllr Everett said that Clive Grunshaw Police Commission had attended and explained that over the last 8 years Lancashire had lost 800 police officer. He cannot raise the precept limit above a certain amount.  Action in Lancashire using proceeds of Crime monies to help community youth projects to start in March.  Respirators - regular maintenance needed - Cllr Byrne had received a letter regarding this - needs actioning urgently. | 3017 |
|  | **Receive Reports from Principal Councils**  Economic Development Committee meeting RVBC taking place this week | 3018 |
|  | **To receive Reports from Councillors on issues raised by residents and discuss Council response**  Cllr Byrne had reported an incident were one elderly gentleman had fallen in the roadworks near Stonebridge and had been roughly handled by workers. Complain to LCC and also complain that signposting by Ventbrook during these roadworks was very poor on the approach roads. | 3019 |
|  | Traffic management plan - Cllr Iddon and Phil Durnall will attend the LTC meeting on 27 March. | 3020 |
|  | CCG meeting with Dennis Gizzi - the meeting had been arranged for 20/02/19 @ 12 noon. Cllrs attending are Ashcroft, Adamson, Everett, Beacham and Rogerson | 3021 |
|  | Appointment of Town Clerk - Cllr Ashcroft confirmed that the appointment had been made and they were awaiting receipt of one reference | 3022 |
|  | **Items for the Website -** Death of Cllr S Tyrer - Cllr Ashcroft would put an appropriate notice together | 3023 |
|  | **Accounts for Approval**  Terry Lewis January 2019 £80.00  Door2Door distribution of leaflets for LNP referendum £273.00  RWH Iron Design Ltd £198.00 to fabricate and fit letterbox  RWH Iron Design Ltd £2598.00 to fabricate, glavanise and fit railings as per quotation  AVJ Design - £533.04 for the printing of the flyers and posters re LNP referendum  Initial Technologies Ltd £45.72 January 2019  John Barton - printing Neighbourhood Plan - £48.00  **Station Building**  British Gas Direct Debit £622.34  **-------------------------------------------------------------------------------------------------**  **Information - VAT refund in respect of 2017/18 £6132.98 has been received into the LTC Bank account**  **--------------------------------------------------------------------------------------------------**  **Concurrent Function Grant has been applied for and will go to RVBC committee on 02/04/19** | 3024 |
|  | **Deputy Mayor - 2019/2020**  Cllr Rogerson was not able to to take up the position. Council agreed to defer the decision until May following the elections. | 3025 |
|  | **GDPR Policy -** defer until Cllr Rainford is in attendance | 3026 |
|  | **Risk Assessment**  The Council accepted the risk assessment. The Risk Assessment needed to be further built on in the future - Cllr Odix had sent examples of other Council Risk Assessments to the Town Clerk previously. Needs to be looked at for the future. | 3027 |
|  | **Community Awards - agreed categories as:**  **Young volunteer/Adult Volunteer/Community Group Award**  Presentation on Field - set up a Community Recognition Awards Committee to include a couple of councillors but to be made up of others to give recommendations to the Council. | 3028 |
|  | **Station Building PAT testing carried out 10/1/19**  Who did this and was the Building Committee aware of it? | 3029 |
| Admin Asst to enquire | **Hygiene Bins - Cathedral Hygiene - quote needed urgently. Clerk to ask who does the public toilets for RVBC. Could ask for a further quote from them.** | 3030 |
|  | **Budget Committee - meeting 12 February 2019**  **To receive bank reconcilliations November and December 2019 - the bank reconcilliations were noted** | 3031 |
|  | **Grants to consider:**  **1. Longridge Community Gym - Seated exercise session - request £1113.62 with match funding given by in kind contributions ie for each hour paid 1 hour in kind donation.**  **Agreed to award the grant for seated exercise. Letter to be sent to explain that LTC cannot guarantee grant each year**  **Proposed Cllr Odix and Seconded Cllr Everett**  **2. Longridge Cricket Club - Contribution towards 2019 Junior and Senior coaching resources to continue to deliver a quality offering to the Longridge community - request ideally £2000 will contribute Xmas packing sum which usually raises £5-600 .**  **LTC - would like explanation on unplanned expenditure - funding it would be ambiguous. LTC have asked if coaching would be open to all the community or only members. Unsure so have asked for further information.** | 3032 |
|  | **Next meeting** – 27 February 2019 Part 1 of the meeting closed at 8.24pm | 3033 |
|  | **PART 11** |  |
|  | **Budget Committee to discuss settlement figure to LSEC for utility bills**  A settlement figure had been worked out for LSEC LTC to write to LSEC to see if they agree with the figure and how it has been arrived at. A report back will allow Council to decide the figure. | 3034 |