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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 the written comments received and Councillors comments during Zoom meeting on Wednesday 8th July 2020.

Andrea Pownall – Town Clerk

Comments to be filed with minutes received from: Cllr. R. Adamson

Cllr. J. Clark

Cllr. S. Rainford

Councillors present at zoom meeting: Cllr. S. Ashcroft

Cllr R. Adamson

Cllr. H. Gee

Cllr. S. Lomas

Cllr J. Clark

Cllr. N. Stubbs

Cllr. J. Rogerson

Apologies received from CllrRainford & Cllr Dalgleish-Warburton (personal commitments), Cllr Odix & Cllr Arnold (work commitments).

**Verbal Minute 0293 Declarations of Interest**

The following were declared if the grant applications were to be considered. Cllr Clark & Rogerson – Longridge Band and GLAS. Cllr’s Ashcroft, Gee & Stubbs LEG. Whilst absent from the actual meeting Cllr Rainford declared an interest via her comments filed with these minutes with Longridge Band and Longridge Field Day Committee.

**Verbal Minute 0294 Approval of Minutes**

No objections were received. **It was resolved** to agree the verbal minutes of the meeting of the 10th June 2020, as an accurate record, with the typo amendment on attendees from LEG which should read “*Also* present”. Signature of the minutes is not possible at the present moment in time.

**Verbal Minute 0295 Consideration of Planning & Licence Applications**

3/2020/0403 – 100 Hacking Drive - *Demolition of existing garage and construction of new single storey side extension with front and rear dormer extensions at first floor level.*

Providing planning policy has been adhered to, Longridge Town Council have no objections to the above planning application.

3/2020/0408 – 62 Hacking Drive - *Proposed two storey extension to side over existing garage and single storey extension to rear to replace existing conservatory.*

Providing planning policy has been adhered to, Longridge Town Council have no objections to the above planning application.

**Verbal Minute 0296 Re-Opening of Public Toilets**

Longridge Police had been contacted by Town Clerk and they were happy in principle for the toilets to re-open, but requested that if any further issues occurred the toilets be closed.

Discussion took place regarding the provision of soap within the toilets which currently in not provided due to vandalism. RVBC have been contacted and they have provided anti-vandal soap dispensers in one of their toilets. Town Clerk has requested an estimate from RVBC for the provision of the same dispensers in the toilets on Berry Lane. Timescales were discussed for this work to be carried out. Council agreed that hand sanitizer be provided if the provision of the new soap dispenser was delayed. Council **agreed** that once the provision of the soap/hand sanitizer is in place the toilets to be re-opened with suitable signage.

**Verbal Minute 0297 Re-opening of Station Buildings**

Council received an update. A site visit had been undertaken on 8th July to ensure the arrangements that the café had in place since opening were satisfactory, and they were. Discussion took place with regards to the re-opening of the Heritage Centre. Concerns regarding the size of the office and the lack of ventilation were raised. Council **agreed** that Town Clerk continue to liaise with the Heritage Centre to find a way forward with the issues raised by Council.

**Verbal Minute 0298 Re-opening of the Play Area**

Councillors had been forwarded a copy of an inspection report along with the remedial works that were required. The works required did not impact on the re-opening of the play area and Council **agreed** that should be done so as soon as practically possible, once signage was in place.

Town Clerk was in receipt of an estimate for the remedial works required (£1,270). Clarification should be sought as to whether VAT was in addition to this amount, but Council **agreed** that the works required should go ahead.

**Verbal Minute 0299 Service Centre Action Plan**

Council agreed that this should be deferred for consideration until September 2020.

**Verbal Minute 0300 Help Longridge Update**

Council reconfirmed their thanks for the work the volunteers have done to date. It was **agreed** that Council continue to pay travelling expenses to the volunteers of Help Longridge.

**Verbal Minute 0301 Grant Applications**

Discussion took place and Council **agreed** that grant applications should now be being considered. Budget Committee via Zoom meetings should consider any grant applications with their recommendations being presented to Council.

**Verbal Minute 0302 Council Emergency Plan**

Discussion took place and Council **agreed** that Chris Shuttleworth who is the Emergency Planning Officer at RVBC should be contacted in the first instance.

**Verbal Minute 0303 Allotment Sites**

Discussion took place regarding various areas of land that had been identified.

* Chaigley Road/Higher Road (land owned by RVBC).
* Tan Yard Lane (land owned by United Utilities).
* Land off Kester Lane Recreation Ground (land owned by Lancashire County Council).
* Plot of land on Mardale Estate (ownership still to be established).

Communication had been received from LCC regarding the land off the recreation ground, confirming that the request to lease the land as allotments was being considered.

**Verbal Minute 0304 Local Delivery Scheme 2020**

Written Stone Lane was identified as a potential beneficiary of this scheme, and a quotation would be sought for the works.

**Verbal Minute 0305 Finance**

**To following payments were authorised:**

**a. Resolve to pay** Initial Technologies Ltd - £42.38

**b. Resolve to pay** Maxi Fire & Security - £43.80

**c. Resolve to pay** Maxi Fire & Security - £432.00

**d. Resolve to pay** Vision ICT - £66.00

**e. Resolve to pay** Terry Lewis - £180.00

**f. Resolve to pay** Rosemary Glen - £140.45

**g. Resolve to pay** Terry Lewis - £235

**To following retrospective payment was agreed:**

a. Waterplus - £558.58

**The following direct debits are for information only:**

a. Salary - £1137.76

d. Nest - £52.55

d. Hygiene bins - £61.34

***It was agreed in view of the confidential nature of the following item to be discussed, Council would have excluded the public/press from the meeting if they were present.***

**Verbal Minute 0306 Update on Lease Renewal**

Council resolved to accept the update as discussed and agreed

**Verbal Minute 0307 Next Meeting**

The next meeting of Council is Wednesday 12th August 2020.