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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 at Station Buildings, Longridge, 9th March 2022.

Present: Cllr. B. Dalgleish-Warburton

Cllr. R. Adamson

Cllr. S. Ashcroft

Cllr. R. Beacham

Cllr. H. Gee

Cllr. D. Jackson

Cllr L. Jameson

Cllr. D. Little

Cllr S. Rainford

Cllr. J. Rogerson

Cllr. Kieren Spencer

Cllr. Nick Stubbs

Anna Crouch (Acting Town Clerk)

Longridge Police x 1 (from 7.15pm to 7.35 pm)

+ 2 observers

**Min 0612 Mayor's Welcome**

Cllr Dalgleish-Warburton welcomed everyone to the meeting.

**Min 0613 Apologies Received**

None received.

**Min 0614 Declarations of Interests**

Cllr Ashcroft - Agenda item 8: Chairman of the Longridge and District History Society

Cllr Jackson - Agenda item 21

Cllr Little - Agenda item 19h

Cllr Rainford - Agenda iteam 13b: member of the Longridge Field Day Committee

Cllr Rogerson - Agenda item 6 : member of Ribble Valley Borough Council Planning and Development Committee; Agenda item 19a: Planning application 3/2021/1246

**Min 0615 Approval of Minutes**

Minute 0606 should be amended to read "**Council agreed** to the book shelf being sited in the Station Building Meeting Room for a trial period of three months in the first instance on the condition that any questions from the public be directed to the LEG".

**It was then resolved** to sign the Minutes of the meeting of the 9th February 2022 as an accurate record.

**Min 0616 Consideration of Planning & Licence Applications**

**3/2021/1246 - Daniels Farm, Preston Road**, Longridge PR3 3BL- Outline planning application for the erection of two self build dwellings following demolition of existing agricultural buildings (access details applied for only).

Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/0135 - Fairview, 45 Lower Lane**, Longridge PR3 3SQ - Rear single storey extension, rear dormer extension and a single-storey front extension. Insulated render cladding and enlarged drive.

Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/0095 - 32 Tootle Drive**, Longridge PR3 3UH - Proposed two-storey extension to rear.

Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2021/0275 - Land Behind The Dog Inn Market Place** Longridge - Proposed erection of 8 new dwellings and associated works.

**Council discussed** the style of the buildings and commented that the use of white rendering was not in keeping with the area.  **Council requested** that concerns of the residents in neighbouring properties about overlooking and privacy be taken into consideration.

The meeting closed at 7.15pm.

**Min 0617 Public Time**

PC Graeme Billington introduced himself and answered questions from the Council on policing in Longridge. Longridge Police to write to the Council with replies to questions about recent damage to Berry Lane public toilets, parking issues in Longridge and CCTV coverage in the town centre.

The meeting opened at 7.35pm.

**Min 0618 Promotion in Longridge Town Centre for Easter**

**Council noted** the Acting Town Clerk's verbal report on a meeting held with Scott Dawson Advertising about a proposed Easter event sponsored by Pendle Hill Properties to promote Longridge businesses. Local school children to be invited to colour in an Easter egg poster to be displayed by participating shops and businesses. First two hundred entries to win an Easter Egg.

**Council agreed** to support the project alongside Love Longridge and welcomed the fact that a local resident is helping to promote Longridge businesses. Ribble Valley Borough Council Tourism Officer to be asked to promote the event.

**Min 0619 Blue Plaques**

**Council discussed and noted** Cllr Ashcroft's report onthe cost of refurbishment and replacement of blue plaques in Longridge. **Council agreed** to request quotes from local businesses and to ask residents at the next Annual Meeting of Electors for their thoughts and opinions on the refurbishment of the blue plaques.

**Min 0620 Longridge Environment Group (LEG):Plastic Free Town Initiative**

**Council noted** Cllr Ashcroft's reportthat after working closely with the Council to achieve Plastic Free Town Status the LEG has decided to develop its own initiatives for reducing single use plastic in Longridge. Council will continue to support these initiatives as requested and consider any grant applications as with other organisations. Council to request that the LEG establish its own banking facilities. Council thanked Cllr Ashcroft for the report.

**Min 0621 The Queen's Platinum Jubilee 2022**

**Council discussed** plans for making presentations to Longridge school children to mark The Queen's Platinum Jubilee. Further information about suppliers and number of presentations to be forwarded to the Budget Committee for consideration. Council to link with schools on Queen's Green Canopy tree planting initiative. Love Longridge have been asked to update the Council on their plans for the jubilee.

**Min 0622 The Longridge Loop: Spade Mill Reservoir**

**Council noted** Cllr Jackson's verbal update on a project to devise a disabled and dementia friendly pathway around Longridge with access next to Tan Yard Lane. Lancashire County Council (LCC) Councillor Rupert Swarbrick and LCC Public Rights of Way Manager have been approached and given their support for the project. Council thanked Cllr Jackson for her report.

**Min 0623 Tootle Heights Quarry Tunnel, Longridge**

**Council discussed and noted** Cllr Rainford's verbal report onthe condition of the tunnel and its ownership. **Council agreed** that further research should be carried out on how to apply for funds in order to lobby for any repair work to be done.

**Min 0624 Budget Committee**

a) Report from the Budget Committee.

**Council noted** the update on the implementation of the Scribe accounting system for the start of the next financial year.

Cllr Rainford left the meeting at 8.08pm.

b) Grant application - Longridge Field Day Events Ltd

**Council discussed** the grant request for £3,018 to cover the cost of traffic safety and management on Longridge Field Day. **Council agreed** the Budget Committee's recommendation of a 50% contribution and that a mechanism be explored to recoup the VAT component.

Cllr Rainford re-joined the meeting at 8.09pm.

**Min 0625 Station Building Meeting Room Hire Charges 2022/23**

**Council noted** the Estates Committee's verbal report and **agreed** the new charging system as recommended by the Committee. A review of the Meeting Room presentation equipment and cancellation policy is to be undertaken.

**Min 0626 Succession of Mayor and Deputy Mayor 2022/23**

**Council discussed** the procedure for appointing the Town Mayor and agreed to change paragraph 1 from “once you have served” to “once they have served” and paragraph 3 from “has served once previously” to “has served only once”. **Council agreed** that a Councillor should be eligible to be Mayor of Longridge once they have served as a Councillor for a period of at least two years.

**Council discussed** the succession of Mayor and Deputy Mayor for 2022/23. Councillors wishing to put their name forward to inform the Acting Town Clerk and provide a supporting statement.

**Min 0627 Lancashire County Council Highways Department - Requests for small items or work**

**Council to discuss** as part of the report from the Parish and Town Council Highways Conference to be held on 19th March 2022.

**Min 0628 Meeting with Nicola Hopkins (Ribble Valley Borough Council) - Levelling Up Fund / Developing Longridge**

**Council noted** the verbal report and **agreed** to arrange a meeting between the Local Plan Working Group and Ribble Valley Borough Council (RVBC). Council to formally write to RVBC to request access to CIL funds held by Preston City Council.

**Min 0629 Longridge Public Toilets and Ribble Valley Borough Council Capital Programme**

**Council discussed** the amount of money spent by the Council on maintaining the public toilets in Longridge and agreed to raise the issue with residents at the next Annual Meeting of Electors and ask for comments via the Council’s social media sites.

**Min 0630 Finance**

**The following were approved for payment:**

**a.** TPCS - £46.22 (landline/broadband bill - 13.02.22-12.03.22)

**b.** Rosemary Glen - £1,041.55 (cleaning of Station Buildings/Public Toilets February 2022)

**c.** Terry Lewis (groundsman) - £100 (grass cutting etc. January 2022)

**d.** Starboard Systems Ltd (Scribe Accounts) - £1,153.20 (Scribe Accounts Annual Subscription & Initial Set Up Fee)

**e.** Vision ICT Ltd - £21.60 (Email hosting for new Councillor February 2022 to January 2023)

**f.** Longridge Social Enterprise Company Ltd - £75.00 (Hire of Longridge Civic Hall by Longridge Environment Group (LEG) on 26th February 2022. To be paid out of LEG funds.)

**g.** Ribble Valley Borough Council - £258.94 (Annual charge - lease of land for allotments at Windsor Avenue, Longridge)

**h.** David Little - £64.97 (Sundry parts for office computer, purchased from Blue Moon Computers)

ADDITIONAL ITEM:

Thomas V Shaw & Co Ltd (Solicitors) - £270 (Land Registry registration of Station Building)

**Council noted the following direct debits** (for information only)**:**

a. Salary - £854.94 (February)

b. Electric Bill - £176.23 (11.01.22 - 01.02.22)

c. Gas Bill - £566.40 (21.12.21 - 22.02.22)

d. Hygiene Bins Station Buildings - £61.34 (January)

**Min 0631 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 13th April 2022

**By virtue of the confidential nature of the business to be transacted it was resolved that the public be excluded from the meeting at 9.10pm.**

**Min 0632** **Longridge Community Gym**

**Council discussed and noted** the verbal update.