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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.

To the Mayor & Members of Longridge Town Council

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

**Wednesday 8th March 2023 at 7pm.**

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

Town Clerk



**1.Mayor's Welcome**

**2. To Receive Apologies**

**3. Declarations of Interests**

(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. Public Time**

Cllr. N Stubbs to introduce any speakers and allow three minutes.

**5. Approval of Minutes**

**To resolve to approve** as a correct record the minutes of Council Meeting dated

8th February 2023.

**6. Succession of Mayor and Deputy Mayor 2023/2024**

**Council to** **discuss and agree** succession of Mayor and Deputy Mayor for 2022/23 (Councillors wishing to put their name forward please inform the Town Clerk).

**7. Mayoral Budget**

**Council to note** the chosen charities which Cllr. N Stubbs has chosen to contribute to.

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

1. **Land west of Preston Road, Longridge, PR3 3BE -** 3/2022/1170 Non material amendment to planning application 3/2021/0470 involving change of brick material on plots 48-51, 57-59, 61 and 71-80.
2. **Land at Beech House Alston Lane Longridge PR3 3BN** **-** 3/202/0143 Demolition of existing stable building and construction of agricultural building for purpose of hobby farm.

**9. Elections and Communications**

1. **Council to agree** the draft statement for publication regarding elections.
2. **Council to discuss** if we should create and design a newsletter for residents before elections.

**10. SCAP**

1. **Council to note the update** following the SCAP meeting on Thursday 2nd February at 6pm.
2. **Council to agree** a date for the next SCAP meeting with Hassan Ditta (Ribble Valley Borough Council).

**11. Electrical Charging Points**

**Council to note** the identified areas for charging points and discuss next steps.

**12. Youth Council**

**Council to agree** for one or more members of Council to attend the Youth Council sessions.

**13. Staffing Committee**

**Staffing Committee Report**

**a) Council to note** the draft Staffing Committee draft minutes dated 27th February 2023.

**b) Council to note** the nominated Staffing Committee Chairman.

**c) Council to note** the nominated Staffing Committee Vice Chairman.

**d) Council to note** the Estates Committee and Staffing Committee will meet on 16th March 2023 at 7pm.

**e) Council to note** that the clerk will seek quotes for a mobile phone.

**f) Council to note** that the Clerk will work from home on the second Wednesday of the month.

**14. Estates Committee**

**Estates Committee Report**

1. **Council to note** the draft Estates Committee draft minutes dated 21st February 2023
2. **Council to agree** the draft statement for publication regarding the public toilets.

**c) Council to note** that we have agreed a quote for window cleaning services.

**d) Council to note** the update following the emergency lighting report.

**15. Budget Committee**

**Budget Committee Report**

1. **Council to note** the draft Budget Estate draft minutes dated 28th February 2023.
2. **Council to ratify** the revised Financial Regulations Document.
3. **Council to note** the grant awarded to U3A In the sum of £330.49
4. Longridge Band - Patron Fee - Agreement to renew the annual fee of £500.00
5. Financial Accounting Statement - **Council to note** the financial position to date.

**16. Finance**

**Council to authorise payment** of the following**:**

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £491.82 | | Cleaning for month of Feb Station Buildings |
| b. | Resolve to Pay | | Terry Lewis | | £154.15 | | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. Jan 2023- Including plants and hypochlorite |
| c. Resolve to Pay | | TPCS | | £44.10 | | Internet and Line 13.02.2023- 12.03.2023 | |
| d. Resolve to Pay | | Longridge Locksmith | | £1059.99 | | Gutter outlets and downpipes | |

|  |  |  |  |
| --- | --- | --- | --- |
| e. Resolve to Pay | CSJ Windows | £30.00 | Window Cleaning – month of March |
| f. Resolve to Pay | Lentech | £144.00 | Emergency light testing |
| g. Resolve to Pay | Lentech | £263.09 | External socket repairs |
| h. Resolve to Pay | RVBC | £4956.54 | Litter pick duties for 2022/2023 |
| i. Resolve to Pay | Longridge Band | £500.00 | Patrons Fee |
| j. Resolve to Pay | Amazon | £34.75 | Signing in book, pen and Fire Safety book |
| k. Resolve to Pay | U3A | £330.49 | Approved grant |

**Council to note the following payments made retrospectively** (for information only)**:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Payment Recipient** | **Amount** | **Description** |
| a. Resolve to Pay | RVBC | £61.35 | Green bin, Delivery & Change of contract |

|  |  |  |  |
| --- | --- | --- | --- |
| b. Resolve to Pay | Maxi fire and Security | £156.00 | Update to CCTV for remote view |

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,360.24 | Jan - 2023 |
| b. | Electric Bill | £1429.70 | 11.01.2023 – 10.02.2023 |
| c. | Gas Bill | £241.73 | 24.01.2022 – 23.02.2023 |
| d. | Water | £202.86 | 22.01.2022 – 21.02.2023 |
| e. | Hygiene Bins | £61.34 | Jan -2023 |

|  |  |  |  |
| --- | --- | --- | --- |
| f. | Easy Websites | £80.40 | Feb - 2023 |
| G. | ICO | £35.00 | DPA |

**17. Matters for Information**

**Notify the Chair prior to the meeting starts of any item to be brought up under this section. Only items of information, referral to another authority, or matters offered for consideration at a future meeting can be raised. No legal decisions can be taken.**

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

**19. Items in Progress**

**20. DATE OF NEXT MEETING**

**The next Council Meeting will be held on Wednesday 12th April 2022 at 7pm**