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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 9th August 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**

The Chairman is to introduce any speakers and allow three minutes each.

(Per item)

**5. Approval of Minutes**

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

12th July 2023

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

Cllr. Robert Walker to provide recommendations on each of the following applications:

1. **74 Higher Road Longridge PR3 3SY and land to the rear.** **-** 3/2023/0584 Application for outline consent for demolition of 74 Higher Road and construction of up to 123 houses on land to the rear, including access pursuant to variation of condition 12 (pedestrian and vehicular access) from planning permission 3/2016/1082 granted on appeal.

[Planning Application - Ribble Valley Borough Council](https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2023%2F0584+)

1. **74 Higher Road Longridge PR3 3SY and land to the rear.** **-** 3/2023/0583 Approval of details reserved by conditions 13 (bird and bat boxes), 14 (ecological mitigation) and 15 (construction method statement) from planning permission 3/2016/1082 granted on appeal.

[Planning Application - Ribble Valley Borough Council](https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2023%2F0583+)

1. **74 Higher Road Longridge PR3 3SY and land to the rear.** **- 3/2023/0585** Application for outline consent for demolition of 74 Higher Road and construction of up to 123 houses on land to the rear, including access pursuant to variation of conditions 10 (boundary treatments) and 11 (play areas and play equipment) from planning permission 3/2016/1082 granted on appeal.

[Planning Application - Ribble Valley Borough Council](https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2023%2F0585)

1. **Land off Chapel Hill (Hall Barn Drive) Longridge PR3 2YB.-** 3/2023/0540 Full planning permission for access, landscaping and the erection of 52 new build residential properties, the conversion of the former barn to one dwelling unit and refurbishment of existing residential unit (53 Chapel Hill). Pursuant to variation of condition 2 (approved plans) on planning permission 3/2015/0575 (a variation of 3/2014/0794 3/2011/1071) and involving removal of pond, realignment of estate road and footpath and alterations to parking.

[Planning Application - Ribble Valley Borough Council](https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2023%2F0540+)

1. **Central Garage Warwick Street Longridge PR3 3EB. -** 3/2023/0573 Proposed industrial unit.

[Planning Application - Ribble Valley Borough Council](https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2023%2F0573)

*NB: Cllr. Walker will be unable to provide a report on 3/2023/0573 and as such will leave the meeting room when this application is being discussed.*

1. Enforcement procedures - Chairman to comment.

**7. Policies & Governance**

**Council to discuss and ratify** the following:

Risk Management Policy

Social Media Policy

Grant Policy

CCTV Policy

Health and Safety Policy

Co-option Policy

**8. Asset Register**

**Council to review and agree** the most recent asset register.

*(See supporting papers)*

**9. Instruction of Thomas V Shaw Solicitors**

**Council to agree** to instruct Thomas V Shaw to draft an agreement between Longridge Town Council and The Heritage Centre.

NB: *subject to agreed costs*

*(See supporting papers)*

**10. Meeting of the Electorate**

**Council to agree** the revised agenda for the Meeting of the Electorate

*(See supporting papers)*

**11. Remembrance Sunday**

**Council to review and agree** the road management quotes provided.

*(See supporting papers)*

**12. Estates Committee**

**Council to note the Estates Committee report delivered by Councillor Jim Rogerson.**

1. **Council to note** the Estates Committee draft minutes dated 26th July 2023
2. **Council to note** the update following the meeting with The Old Station Café.

**13. Budget Committee**

**Council to note the Budget Committee report delivered by Councillor David Little.**

1. **Council to note** the draft Budget Committee draft minutes dated 26th July 2023
2. **Council to note** the recommendation from the committee to approve the ‘Thursday Group’ grant request in the sum of £350.00
3. **Council to note** the recommendation from the committee to request additional information in support of ‘Longridge Youth Council’ grant request in the sum of £3000.00
4. **Council to note** the financial position as at July 2023.

**14. Staffing Committee**

**a) Council to note** the Clerk is on annual leave from 22nd August 2023 and will return on 31st August 2023

**15. Finance**

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

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £498.92 | | Cleaning for month of July Station Buildings |
| b. | Resolve to Pay | | Terry Lewis | | £248.00 | | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings and plants July 2023 |
| c. Resolve to Pay | | TPCS | | £44.10 | | Telephone line and internet services 25.07.2023 | |
| d. Resolve to Pay | | TPCS | | £24.20 | | Set up for CCTV | |

|  |  |  |  |
| --- | --- | --- | --- |
| e. Resolve to Pay | Lentech | £579.23 | Door entry system |
| f. Resolve to Pay | Shredit | £132.82 | Additional fees for shredding services |
| g. Resolve to Pay | Thursday Group | £350.00 | Grant award |

***Total: £1877.27***

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Payment Recipient** | **Amount** | **Description** |
| a. Resolve to Pay | Shredit | £239.06 | Commercial waste shredding |
| b. Resolve to Pay | Viking | £57.26 | Stationary |
| c. Resolve to Pay | CSJ Windows | £60.00 | Window Cleaning X 2 months |

***Total: £356.32***

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,556.97 | July 2023 |
| b. | Electric Bill | £907.10 | 10.06.2023 – 18.06.2023 |
| c. | Gas Bill | £32.32 | 23.06.2023-22.07.2023 |
| d. | Water | £212.52 | 22.06.2023- 21.07.2023 |
| e. | Hygiene Bins | £61.34 | July -2023 |
| e. | Easy Websites | £87.60 | July -2023 |

***Total: £2857.85***

**16. Communications Workshop**

**Council to agree** a datefor the second communications workshop.

**17. Christmas Trees**

**Council to consider ideas** for theChristmas tree 2023 project.

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

**19. DATE OF NEXT MEETING**

**The next Council Meeting will be held on Wednesday 13th September 2023 at 7pm**

**20. Part 2 - Confidential Items**

**Council to discuss and note** the verbal update.

**By virtue of the confidential nature of the business to be transacted it is resolved that the public be excluded from the meeting.**