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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 10th May 2023 at 7pm.**

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

Town Clerk



**1.Out-going Mayor's Welcome**

**2. Election of Mayor for 2023/2024**

The outgoing Mayor Cllr. Nick Stubbs (Mayor from May 2022-2023) will invite nominations for the office of Mayor for the municipal year 2023/2024. The motion will be proposed and seconded and Cllr. N Stubbs will hand the Mayoral chains over.

The Outgoing Mayor will then seek clarity on the incoming Mayors consort.

**3. Elected Mayor Speech for 2023/2024**

The Mayor will then take the chair and sign the Declaration of Acceptance of Office.

The Mayor will then make a speech accepting the office of Mayor for municipal year 2023/2024.

**4. Election of Deputy Mayor for 2023/2024**

The Mayor will invite nominations for the office of Deputy Mayor for the municipal year 2023/2024. The motion will be proposed and seconded.

The Mayor will then seek clarity on the incoming Deputy Mayors consort and the Deputy Mayor will make an acceptance speech.

**5. To Receive Apologies**

**6. 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.

**7. Public Time**

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

(Per item)

**8. Approval of Minutes**

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

12th April 2023

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

1. Unit 2 53 to 55 Berry Lane Longridge PR3 3NH**-** 3/2023/0092 Advertisement consent for one main fascia signage box., one projecting sign and one internal digital screen.
2. Unit 2 53 to 55 Berry Lane Longridge PR3 3NH**-** 3/2023/0055 Change of use of Unit 2 from retail unit (Class E) to a Hot Food Takeaway (Sui Generis) with installation of extraction equipment. Shop front alterations to units 1 and 2.
3. 36A Derby Road Longridge PR3 3JT**-** 3/2023/0240 Change of use from a Micropub (Sui Generis) to a tattoo studio (Sui Generis)
4. 36A Derby Road Longridge PR3 3JT**-** 3/2023/0239 Advertisement consent for three non-illuminated fascia signs on the front elevation.

VARIATION OF CONDITION

1. Land to the North of Beech House Alston Lane Longridge PR3 3BN **-** 3/2023/0257 Proposed construction of three holiday cottages with associated parking and amenity areas (variation of condition 2 (plans) of planning permission 3/2020/0498
2. 11 Copster Drive Longridge PR3 3SH**-** 3/2023/0230 Proposed rebuilding, extension and pitched roof added to existing garage.
3. 67 Higher Road Longridge PR3 3SY -3/2023/0159 Proposed two-storey and single-storey extension to rear (resubmission of 3/2022/0740).
4. 78 Hacking Drive Longridge PR3 3FP-3/2023/0150 Proposed two storey side extension, single storey rear extension and enlargement of front and rear dormers.
5. **57 Berry Lane Longridge PR3 3NH**-3/2023/0309 Proposed installation of external illuminated fascia sign and external illuminated hanging sign.

**10. Committee Membership**

**Councillors to discuss and agree** the membership for both the Working Groups and Committees.

* Budget Committee
* Estates Committee
* Staffing Committee
* Planning Group
* SCAP Group
* Longridge Loop
* Towneley Gardens / Longridge
* Longridge Plan
* Social Media & Website
* Youth Council
* Parish Council liaison
* Community Champion
* RTMG

**11. Rural Market Town Membership**

**Council to discuss and agree** therenewal of membership.

**12. Longridge Youth Council**

**Council to note** the verbal update following the Youth Council meeting.

**13. Coronation Event**

**Council to note the verbal update** in relation to the Coronation Event on 6th May 2023.

**14. Longridge in Bloom / Britain in Bloom**

Proposal to relaunch the 'Bloom' initiatives and improve the aesthetic appeal and identity of Berry Lane.

**15. National Speed Limit**

**Council to discuss** Location of the 30mph/national speed limit on Higher Road and Chipping Lane/Longridge Road

**16. Communications Workshop**

**Council to discuss and agree** a suitable date for the communications workshop.

**17. Staffing – Clerk Review**

**Council to note** the update from the Chairman of staffing.

**18. Estates Committee**

**Estates Committee Report**

1. **Council to note** the draft Estates Committee draft minutes dated 18th April 2023
2. **Council to note** the proposed repair log.
3. **Council to note** the Fire Risk Assessment report which was completed on 4th May 2023.

**19. Budget Committee**

**Budget Committee Report**

1. **Council to note** the verbal report from the Clerk
2. **Council to note** the AGAR submission deadline date is 30th June 2023

**20. Finance**

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

|  |  |  |  |  |  |  |  |
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|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £463.08 | | Cleaning for month of April Station Buildings |
| b. | Resolve to Pay | | Terry Lewis | | £200.00 | | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. April 2023 |
| c. Resolve to Pay | | TPCS | | £44.10 | | Internet and Line 13.04.2023- 12.05.2023 | |
| d. Resolve to Pay | | CSJ Windows | | £30.00 | | Window Cleaners | |

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| e. Resolve to Pay | Lentech | £777.60 | EICR TESTING |
| f. Resolve to Pay | LALC | £898.33 | Lalc Subscription |
| g. Resolve to Pay | RVBC | £1701.65 | Works on Public Toilets following Vandalism |
| h. Resolve to Pay | Grimsargh Carpets | £400.00 | Floor Tiles Heritage |
| i. Resolve to Pay | Network CCTV | £101.10 | Emergency call out for Wifi access |
| j. Resolve to Pay | RTMG | £138.00 | Rural Town Market Group Membership |

***Total: £4753.86***

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

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|  | **Payment Recipient** | **Amount** | **Description** |
| a. Resolve to Pay | E Baines | £150.00 | Mobile Phone |

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| b. Resolve to Pay | E Baines | £10.00 | Credit |
| c. Resolve to Pay | RVBC | £275.59 | Emptying freestanding bin |
| b. Resolve to Pay | RVBC | £705.80 | Emptying commercial waste |

***Total: £1141.39***

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

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|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,360.24 | April - 2023 |
| b. | Electric Bill | £1805.64 | 11.03.2023 10.04.2023 (Café Split £996.26) |
| c. | Gas Bill | £111.73 | 21.03.2023-20.04.2023 (Café split £70.39) |
| d. | Water | £214.28 | 22.03.2023- 21.04.2023 (Café split £100.99) |
| e. | Hygiene Bins | £61.34 | April -2023 |
| e. | Easy Websites | £80.40 | May -2023 |

***Total: £3633.63***

***(Minus Café 1167.64 = £2465.99)***

**Council to note the following Coronation Payments** (for information only)**:**

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|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Daisy First Aid | £400.00 | Paid Retro- First AID |
| b. | Jake O’Neil | £150.00 | Singer |
| c. | Charlie Whittam | £75.00 | Singer |
| d. | Gareth | £120.00 | Paid Retro - Singer |
| e. | Longridge Samba | £60.00 | Entertainer |

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| f. | Taylors Entertainment | £600 | Paid Retro- Rides |
| g. | RM Stage Hire | £500.00 | Paid Retro- Stage |
| h. | Cups | £72.31 | Paid Retro- E Baines |
| i. | Bouncelona | £280.00 | Paid Retro- Inflatables |

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| j. | J Dibble | £49.50 | Paid Retro- Kids prizes |
| K. | Toilets on the Go | £399.60 | Paid Retro- Portaloos |
| l. | Photo Comp | £100.00 | 1st £50 2nd £30 and 3rd £20 |
| m. | Shop Window Display | £50 | Voucher to spend |
| n. | Decorations | £80 | Flags and blowers |

**Total outgoing for Coronation event: £2936.41**

**Total approx. income: £400**

**Budget: £2800**

**Remaining balance £263.59**

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

**22. Items in Progress**

**23. DATE OF NEXT MEETING**

**The next Council Meeting will be held on Wednesday 14th June 2023 at 7pm**