|  |  |
| --- | --- |
| 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 11th January 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

14th December 2022.

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

1. **Mardale Pavillion Mardale Road Longridge PR3 3EU -** 3/2022/1164 Proposed two single storey extensions situated on the side elevations of the existing structure.
2. **Land to the North of Beech House Alston Lane Longridge PR3 3BN -** 3/2022/1133 non-Material amendment of planning application 3/2020/0498. Proposed change to eaves height to add extra space to attic.

**7. Longridge Christmas Social**

**Council to discuss** the event and **agree** on allocation of the funds raised.

**8. Longridge Town Council Events**

**Council to discuss and agree** a new group / committee to support events either ran by the Town Council or events organised by local groups.

**9. PRECEPT**

**Council to note** that the Precept for 2023/2024 has now been submitted.

**10. Estates Committee**

**Estates Committee Report**

**a) Council to note** the draft Estates Committee minutes dated 3rd January.

**b) Council to note** the recommendation in relation to the public toilets.

**c) Council to note** the current position with the cleaning and contracted hours.

**d) Council to discuss and agree** the proposal made in relation to the Council Chamber and storage.

**e) Council to note** the Estates meeting will now take place on the last Tuesday of each month at 11am.

**f) Council to discuss** the proposal of a caretaker and **review** the draft job specification providing any comments.

**11. Budget Committee**

**Budget Committee Report**

1. **Council to note** the draft Budget Committee minutes dated 3rd January.

**b) Autism Group**

**Council to note** the committee’s recommendation to approve the grant request in the sum of £344.00

**c) Financial Accounting Statement**

**Council to note** the financial position to date.

**12. Finance**

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

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £1,009.40 | | Cleaning for month of Dec Station Buildings & Public toilets |
| b. | Resolve to Pay | | Terry Lewis | | £100.00 | | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. Nov 2022 |
| c. Resolve to Pay | | TPCS | | £46.48 | | 13.12.2022 – 12.11.2023 | |
| d. Resolve to Pay | | Scribe | | £676.80 | | Annual fee for software | |
| e. Resolve to Pay | | PAYE | | £1037.69 | | PAYE QTR 3 | |
| f. Resolve to Pay | | FOLCH | | £500.00 | | Warm Banks | |
| g. Resolve to Pay | | Autism Group | | £344.00 | | Grant Request | |

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Payment Recipient** | **Amount** | **Description** |
| a. | Lentech | £144.00 | Electrical works (DEC) |

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,384.35 | Dec 22 inc. back pay |
| b. | Electric Bill | £3338.86 | 22.11.2022 – 11.12.2022 |
| c. | Gas Bill | £350.94 | 22.11.2022 – 25.12.2022 |
| d. | Water | £196.21 | 22.11.2022 – 21.12.2022 |
| e. | Hygiene Bins | £61.34 | Nov-22 |

|  |  |  |  |
| --- | --- | --- | --- |
| f. | Easy Websites | £80.40 | Dec - 2022 |

**13. 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.**

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

**15. Items in Progress**

**16. DATE OF NEXT MEETING**

**The next Council Meeting will be held on Wednesday 8th February 2022 at 7pm**

**Exclusion of Press and Public**

**Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Paragraph 1, Part 1 of Schedule 12A to the Local Government Act 1972. It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.**

**17. PRIVATE, Part II - Confidential Items**

**Staffing Committee**