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| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town CouncilCouncil Offices, The Station BuildingBerry Lane, Longridge, PR3 3JPTelephone: **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 12th April 2023 at 7pm.**

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

Town Clerk



**1.Mayor's Welcome**

**2. Special thank you to all members of Council**

**3. To Receive Apologies**

**4. 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.

**5. Public Time**

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

**6. Approval of Minutes**

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

 8th March 2023.

**7. UKSPF Funding**

**Council to discuss** theUKSPF funding and proposed allocation of funding.

**8. Succession of Deputy Mayor 2023/2024**

**Council to** **discuss and agree** succession of Deputy Mayor for 2023/2024.

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

1. **Land west of Preston Road, Longridge, PR3 3BE -** 3/2023/0100 Residential development of 91 units (plots 150-222 and 251-268) together with access roads, 200sqm community hall and associated parking, landscaping, footpaths, public open space and children's play area (amendment to previously approved reserved matters scheme 3/2021/0470 involving re-plan of site and net gain of 12 residential units).
2. **Garages rear of 28 Coniston Close, Longridge, PR3 3AU** **-** 3/2023/0164 Demolition of existing garage block and erection of new single storey dwelling.
3. **Cardwell House, Forty Acre Lane, Longridge, PR3 2TU** – 3/2023/0220 Prior notification for a new agricultural storage building.
4. **6 Lodge View, Longridge, Pr3 3ET** – 3/2023/0238 Tree Works T1 (Willow) - 15% Crown Reduction, T2 (Pine) Removal to 4m high.

**10. Longridge Youth Council**

1. **Council to discuss** the funding for the Youth Council 2023/2024
2. **Council to discuss** the ongoing engagement between the Youth Council and Town Council 2023/2024

**11. SCAP**

1. **Council to note the update** following the SCAP meeting on Wednesday 5th April 2023 at 6pm.
2. **Council to agree** a date for the next SCAP meeting with Hassan Ditta (Ribble Valley Borough Council).

**12. Coronation Event**

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

**13. Staffing Committee**

**Staffing Committee Report**

1. **Council to note** the draft Staffing Committee draft minutes dated 6th April 2023.
2. **Council to note** the verbal update

**14. Joint Staffing and Estates Committee Meeting**

**Staffing & Estates Committee Report**

1. **Council to note** the revised version of the Caretaker specification.

**15. Estates Committee**

**Estates Committee Report**

1. **Council to note** the draft Estates Committee draft minutes dated 21st March 2023
2. **Council to discuss agree** the recommended quote for the emergency lighting repairs.
3. **Council to note** the agreed the following works:

**c.1** Vuetek to install an additional camera with signage in the meeting room

**c.2** Lentech to install photocell on the flood lights at the Station Buildings to enhance security measures.

**c.3** Lentech to alter the wiring in the office

1. **Council to discuss and agree** the recommendation for litter picking duties for year 2023/2024 in the sum of £5457.16

**16. Budget Committee**

**Budget Committee Report**

1. **Council to note** the draft Budget Estate draft minutes dated 28th March 2023.
2. **Council to note** the renewal to the pitch side board with Longridge Town Football Club in the sum of £200
3. **Council to note** the agreed costs towards the replacement flag costs for Longridge Field Day.
4. **Council to note** the instruction of the Internal Auditor.
5. **Council to note** the financial position to date.
6. **Council to note** the support in principle for the Kings Coronation Event.
7. **Council to discuss and agree** the recommendation made by the budget committee in relation to the cleaning of the Station Building.

**17. Finance**

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

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| --- | --- | --- | --- | --- |
|   | **Council to Approve** | **Company**  | **Amount**  | **Description**  |
| a. | Resolve to Pay  | Rosemary Glen | £429.14 | Cleaning for month of March 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. Feb and March 2023 |
| c. Resolve to Pay | TPCS  | £44.10 | Internet and Line 13.03.2023- 12.04.2023  |
| d. Resolve to Pay | Amazon  | £249.99 | Shredder  |

|  |  |  |  |
| --- | --- | --- | --- |
| e. Resolve to Pay | CSJ Windows  | £40.00 | Window Cleaning – month of April (internal and ext)  |
| f. Resolve to Pay | Lentech | £1076.40 | Rewiring & Photocell  |
| g. Resolve to Pay | Lentech | £2135.00 | Emergency Lighting Costs |
| h. Resolve to Pay | Yates | £558.00 | Zip wire and two end springs  |
| i. Resolve to Pay | Robert Tomlinson  | £186.00 | Dismantling large tree and spray 12 holders  |
| j. Resolve to Pay | Touchline  | £360.00 | Supply and paint 12 brackets black.  |
| k. Resolve to Pay | Vuetek  | £120.00 | Labour & CCTV call out  |
| l. Resolve to Pay | PAYE  | £835.25 | PAYE QTR 4  |

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| m. Resolve to Pay | Longridge FC  | £200.00 | Pitch side Board  |
| n. Resolve to Pay | LFD  | £200.00 | Replacement of flags for FD  |

**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  |  £25.00 | Console Table  |

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| --- | --- | --- | --- |
| b. Resolve to Pay | GJ Harrison  |  £90.00 | Emergency Plumbing (Disabled Toilet)  |
| c. Resolve to Pay | Audio Hire  |  £500.00 | Stage – Coronation event  |
| b. Resolve to Pay | Bouncelona  |  £280.00 | 2x Manned Bouncy Castles  |

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

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| --- | --- | --- | --- |
|   | **Direct Debit Recipient**  | **Amount**  | **Description**  |
| a. | Salary  | £1,360.24 | March - 2023  |
| b. | Electric Bill  | £1275.94 | 11.02.2023 – 10.03.2023  |
| c. | Gas Bill  | £164.51 | 21.02.2023 – 20.03.2023 |
| d. | Water  | £182.93 | 22.02.2022 – 21.03.2023 |
| e. | Hygiene Bins  | £61.34 | March -2023 |

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| f. | Easy Websites  | £80.40 | April - 2023 |

**18. 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.**

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

**20. Items in Progress**

**21. DATE OF NEXT MEETING**

**The next Council Meeting will be held on Wednesday 17th May 2022 at 7pm**

**22. Part 2 - Confidential Items**

**Café**

**Annual Review**

**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.**