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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 14th June 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

10th May 2023

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

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

1. **Lane Side Farm Alston Lane Longridge Lancashire PR3 3BN-** 3/2023/0427 Prior notification for an agricultural building to provide storage for machinery and animal feed. Building to incorporate 150m² covered midden to reduce pollution.
2. **Land West of Preston Road Longridge PR3 3BE-** 3/2023/0415 Non material amendment to application 3/2021/0470 involving the change of brick choice to Plots 61, 71, 72, 73 from Ibstock Bristol Orange (now discontinued) to Forterra Arden Special Reserve.
3. **32 Hollin Hall Drive Longridge PR3 3UF**-3/2023/0388 proposed single storey rear extension. (Resubmission of 3/2023/0111)
4. **Dilworth Coach House 41 Dilworth Lane Longridge PR3 3ST**-3/2023/0374 Conversion of existing garage into a two-bedroom dwelling including new front porch, new access and vehicular parking for 41 Dilworth Lane

**7. NALC Civility and Respect Pledge**

**Councillors to discuss and agree** to sign the Civility and Respect pledge.

**8. The Annual Governance Statement and Approval of AGAR Form**

**Councillors to approve** the Annual Governance Statement.

**9. Annual Meeting of Electors**

**Council to set** the agenda and any additional items for the meeting of the Electorate.

The meeting will be held on **Wednesday 2nd August 2023 from 7:30pm** at the Longridge Civic Hall.

**10. Longridge Loop**

**Council to agree** the working group membership and a meeting date to discuss the Longridge Loop.

**11. Remembrance Sunday**

**a) Council to review and agree** the quote received from Ventbrook

**b)** **Council to agree** a Remembrance Sunday Parade working group.

**12. Litter Pick Costs 2023/2024**

**Council to agree** thecosts for the additional litter picking duties for 2023/2024

**13. Staffing Committee**

**Council to note the Staffing Committee report delivered by Councillor Robert Walker.**

1. **Council to agree the recommendation** ofthe Staffing Committees proposal to increase the Clerks working hours.
2. **Council to note** the availability of the Clerk’s office to members of the Council and members of the public.

**14. Estates Committee**

**Council to note the Estates Committee report delivered by Councillor Lee Jameson.**

1. **Council to note** the draft Estates Committee draft minutes dated 24th May 2023
2. **Council to note** the recommendation for office furniture.
3. **Council to agree** the proposal to have an interactive screen and not a Smart Tv.
4. **Council to note** the Fire Risk Assessment assessor comments. The assessment was completed on 5th June 2023.
5. **Council to note** thatthe two insurance policies (Zurich- EL/PL and FIS- Property owners’ insurance) now been renewed.

**15. 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 24th May 2023
2. **Council to agree** the recommendation from the committee to approve the ‘Longridge Field Day’ grant request in full.
3. **Council to agree** the recommendation from the committee to approve the ‘Goosnargh and Longridge Show’ grant request in full.
4. **Council to agree** the recommendation from the committee to approve the ‘Friends of the Civic Hall’ grant request in full.
5. **Council to note** the financial position as at May 2023.

**16. Longridge Town Council Website**

**Council to discuss and agree to** add an ‘information’ page to the website.

**17. Councillor Contact Leaflet**

**Council to discuss and agree** thedesign of the contact leaflet.

**18. Goosnargh and Longridge Agricultural Show**

**Council to agree** a rota for Councillors to manage the Town Council stall.

**19. Finance**

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

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £536.24 | | Cleaning for month of May 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. May 2023 |
| c. Resolve to Pay | | TPCS | | £44.10 | | Internet and Line 13.05.2023- 12.06.2023 | |
| d. Resolve to Pay | | J Dibble | | £21.75 | | Stamps and envelopes | |

|  |  |  |  |
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| e. Resolve to Pay | Longridge Lock Smith | £1509.40 | Supply & Fit handles / door closers & digi lock |
| f. Resolve to Pay | Top Marks | £270.00 | Responder May 2023/ April 2024 |
| g. Resolve to Pay | Zurich | £1486.80 | EL/ PL Insurance |
| h. Resolve to Pay | FIS | £1439.98 | Property Owners Insurance |
| i. Resolve to Pay | Vuetek | £420.00 | Installation of additional camera |

***Total: £5928.27***

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

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| --- | --- | --- | --- |
|  | **Payment Recipient** | **Amount** | **Description** |
| a. Resolve to Pay | RVBC | £258.94 | Allotment Charges 2023/2024 |

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| --- | --- | --- | --- |
| b. Resolve to Pay | RVBC | £90.10 | Bin bags for waste collection (Coronation) |
| c. Resolve to Pay | Longridge Lock Smith | £1290.00 | Roof extension (down pipe) and leaf guards |

***Total: £1639.04***

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

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| --- | --- | --- | --- |
|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,360.24 | May - 2023 |
| b. | Electric Bill | £2640.74 | 11.04.2023 10.05.2023 (Café Split £1488.37) |
| c. | Gas Bill | £111.73 | 20.04.2023-24.05.2023 (Café split £27.81) |
| d. | Water | £212.52 | 22.04. 2023- 21.04.2023 (Café split £100.08) |
| e. | Hygiene Bins | £61.34 | May -2023 |
| e. | Easy Websites | £84.00 | June -2023 |

***Total: £4470.57***

***(Minus Café £1616.26 = £2854.31)***

**20. Communications Workshop**

**Council to note** the revised date of 19th July 2023 for the communications workshop.

**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 12th July 2023 at 7pm**