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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 January 2024 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.**

[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 participation.**

**5.Minutes of council meetings.**

To approve as a correct record the minutes of the council meeting held on the 13th December 2023.

**6.Planning & licence applications .**

**3/2023/0952** Cottam House Cottage Writtenstone Lane Longridge PR3 2ZN. Proposed first-floor extension to rear and associated alterations.

**3/2022/1187** L**and south of Lower Road Hothersall Longridge PR3 2YY – Erection of business units, compromising three new buildings with access, parking and provision of secure compounds.**

**3/2023/0978** **19 and 21 Berry Lane Longridge PR3 3JA.** Proposed alterations to front elevation & new access to first floor flat.

**7.To consider the update on the long term projects.**

AED’s and Boxes, Longridge in Bloom, Christmas Lights, fixed-point photography posts, re-laying of flags around the cenotaph, rejuvenation of Townley Gardens, allotments behind Windsor Avenue.

**8.To consider the renewal of the Scribe accounting package at a cost of £812.16.**

**9.Finance**

**To authorise the following payments:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Description** | **Amount** | **Method** |
| Gill Mason | Clerk’s wages - December | £1494.27 | BACS |
| Rosemary Glen | Cleaning Station Buildings – December | £524.84 | BACS |
| ST Maintenance | Caretaker – December | £182.78 | BACS |
| British Gas | Electricity - December invoice | £303.25 | DD |
| Lentech | Christmas tree and lights erection | £96.00 | BACS |
| Ribble Valley BC | Temporary road closure - Remembrance day | £45.83 | BACS |
| TPCS | Office line forwarding to mobile | £82.50 | BACS |
| Royal British Legion | All poppy wreaths | £200.00 | BACS |
| The Longridge band | Remembrance Sunday | £600.00 | BACS |
| APS | Town Council Printing - various | £48.02 | BACS |
| J Kaye | Paper ream purchase reimbursement | £25.99 | BACS |
| Friends of Longridge CH | Donation – to be confirmed | £300.00 | BACS |
| Longridge Band | Donation – to be confirmed | £500.00 | BACS |
| Easy Websites | Monthly payment for hosting | £96.36 | DD |
| NorthWest Traffic Management | Remembrance Day management | £2946.00 | BACS |
| Cathedral Hygiene | Nappy Bin waste disposal | £61.34 | DD |
| Unity Bank | Service charge | £18.00 | At source |
| Water Plus | Water charges | £212.52 | DD |
| Water Plus | Water charges | £82.86 | DD |
| British Gas Business | Gas Charges | £1549.52 | DD |

**Receipts**

|  |  |  |  |
| --- | --- | --- | --- |
| Longridge TC | R Beacham – taxi charge contribution | £15.00 | Cheque |
| RV Conservatives | Wreath contribution | £50.00 | Cheque |
| Station Café | Monthly lease payment | £600.00 | BACS |

**10.To consider the update on the casual vacancy notices.**

**11.To consider the Christmas tree and lights 2023 review and preparation for 2024.**

**12.Reports and correspondence (information only)**

**13.Date and time of the next full council meetings.**