|  |  |
| --- | --- |
| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town CouncilCouncil Offices, The Station BuildingBerry Lane, Longridge, PR3 3JPTelephone: 01772 782461email: [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 13th December 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 8th November 2023.

**6.Planning & licence applications**

**7.Estates Committee**

To receive the report from the Estates Committee.

**8.Budget and precept 2024/2025**

1)To review and approve the draft budget proposal from the Budget Committee and to consider and approve the precept amount for the financial year 2024/2025.

2)To consider the following project items:

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 consideration, external audit, Consultation around Culture.

**9.Finance**

**To authorise the following payments:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Description** | **Amount** | **Payment method** |
| Robert Tomlinson | Christmas tree siting | £2455.00 | BACS |
| Lee Jameson | Reimbursement for flowers | £35.00 | BACS |
| Lee Jameson | Reimbursement for Taxi  | £50 | BACS |
| Gill Mason | Clerk’s interim hours  | TBC | BACS |
| Rosemary Glen | Cleaning Station Buildings - Nov | TBC | BACS |
| Terry Lewis | Maintenance of rec areas - Nov | TBC | BACS |
| Steve | Caretaker – Oct/ Nov | TBC | BACS |
| British Gas  | Electricity - October invoice | £1362.80 | Direct Debit |
| British Gas  | Electricity - November invoice | £1518.61 | Direct Debit |

**10.To consider the update of financial activities for the clerk handover.**

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

**12.Date of next meeting**

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