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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 February 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.To consider and approve the applicants for co-option.**

**4.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.

**5.Public participation.**

Longridge Soapbox Derby representative.

**6.Minutes of council meetings.**

To approve as a correct record the minutes of the council meeting held on the 10th January 2024.

**7.Planning & licence applications.**

**Application 3/2023/102** Proposal: Proposed two-storey extension to rear and new first floor window in side (west) elevation. Location: 31 Coniston Close Longridge PR3 3AU **.**

**Application 3/2024/0034**

Approval of details reserved by conditions 3 (ground/floor levels), 6 (highway access surfacing) and 15 (bin stores) of planning permission 3/2018/0812.

**Application 3/2023/0722**

Two signs - one perspex plaque on the wall by the door in Sharples Court, one projecting sign with bracket on the archway leading to Sharples Court off Berry Lane.

**Application 3/2024/0056**

Proposed demolition of existing derelict toilet block and erection of a new single storey dwelling (pursuant to variation of conditions 2 (plans) and 5 (trees) on permission 3/2022/0982 to allow for the removal and replacement of existing trees).

**Application 3/2024/0031**

Approval of details reserved by conditions 3 (pre-commencement materials), 4 (bat survey recommendations) and 5 (non-opening, obscure glass windows) of planning permission 3/2017/1189.

**Application 3/2023/1025**

Proposed two-storey extension to rear and new first floor window in side (west) elevation.

**Application 3/2024/0070**

Proposed single storey rear and side extension.

**Application 3/2024/0081**

Proposed demolition of existing Drill Tower and replacement with new. New Alerter Mast.

**Application 3/2024/0080**

Listed Building Consent for replacement of all windows (mix of timber and UPVC top-opening) with timber sliding-sash windows, plus one small flush timber casement window to rear.

**Application 3/2024/0055**

Prior approval of a roof over an existing slurry store.

**8.To consider the update on the Station Building’s defibrillator.**

**9.Finance**

**To authorise the following payments:**

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| --- | --- | --- | --- |
| **Payee** | **Description** | **Amount** | **Method** |
| Gill Mason | Clerk’s wages - January | £1513.56 | BACS |
| Gill Mason | Card and voucher reimbursement | £100.00 | BACS |
| Gill Mason | CilCA training - clerk | £600.00 | BACS |
| Rosemary Glen | Cleaning Station Buildings November 2023 | £498.92 | BACS |
| Rosemary Glen | Cleaning Station Buildings January 2024 | £475.77 | BACS |
| SY Maintenance | Caretaker | £134.48 | BACS |
| Terry Lewis | Gardener | £100.00 | BACS |
| British Gas | Electricity invoice | £1507.90 | DD |
| Lentech | Christmas tree and lights removal | £60.00 | BACS |
| TPCS | Office line forwarding to mobile | £45.85 | BACS |
| Easy Websites | Monthly payment for hosting | £96.36 | DD |
| Cathedral Hygiene | Nappy Bin waste disposal | £61.34 | DD |
| Water Plus | Nov – Dec charges | £295.38 | DD |
| British Gas Business | Gas Charges | £337.69 | DD |
| Whalley Swarbrick | Preparation of payroll and pensions 2022 & 2023 | £1008.00 | BACS |
| The Defib Shop | Internal defibrillator | £1242.00 | BACS |
| Gill Mason | Panda antivirus £6 (top up to 3 devices) from £19.99 | £6.00 | BACS |
| Ribble Valley BC | Litter picking annual charge | £5457.16 | BACS |
| WaterPlus | Sep – Oct charges | £212.52 | DD |
| WaterPlus | Oct – Nov charges | £82.86 | DD |
| Maxi Fire and Security | 12 months alarm maintenance and fire extinguishers | £570.00 | BACS |
| Shred it | Paper shredding service | £242.14 | BACS |
| HMRC | PAYE and NI employer payments | £1061.08 | BACS |
| WaterPlus | Dec- Jan charges | £262.99 | DD |
| SY Maintenance | 2 x sink tap pair for Station Building toilets | £47.98 | BACS |

**Receipts**

|  |  |  |  |
| --- | --- | --- | --- |
| The Gatherings | Room hire | £150.00 | BACS |
| Longridge U3A | Room hire | £190.00 | BACS |
| The Old Station Café | Electricity charges | £871.47 | BACS |
| The Old Station Café | Water charges | £239.23 | BACS |
| The Old Station Café | Electricity charges | £916.95 | BACS |
| HML Group | Room hire | £20.00 | BACS |
| The Old Station Café | Gas charges | £65.12 | BACS |
| The Old Station Café | Electricity charges | £865.87 | BACS |
| The Old Station Café | Electricity charges | £665.50 | BACS |
| The Old Station Café | Lease rent | £600.00 | BACS |
| M Baugh | Art class room hire | £175.00 | BACS |

**10.To review and approve the appointment of members to working groups, committees and external bodies.**

**11.To consider and approve the quote for cutting of trees and bushes in the Station Garden.**

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

Recognition of service arrangement.

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