



Longridge Town Council

Full Council - Agenda

To the Mayor and Members of Longridge Town Council, you are summoned to attend the meeting of the Town Council on Wednesday 13 November 2024 at 7:00 pm in the Station Buildings, Berry Lane, Longridge.

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.**

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 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. To consider and approve the minutes of the 9 October 2024 meeting.

5. Public Participation.

This 30-minute session (time limit of three minutes per item/per person) provides members of the public an opportunity to indicate interests in an agenda item and put questions to the Town Council. Such questions may be answered after the meeting or become an agenda item at a future Town Council meeting.

ITEMS for DECISION/DISCUSSION

6. Finance Report.

Report of the Clerk (enclosed) to approve:

- Accounts to date.
- Schedule of Payments as set out in the Report.

7. 2025/26 Budget and Precept Considerations.

Report of the Clerk (enclosed) for members to:

- Agree the Council's budget for 2025/26
- Approve the Council's 2025/26 Precept.

8. Defibrillators, and 'Longridge Lifesavers'

Report of the Clerk (enclosed) for members to consider the re-siting of a Council defibrillator, the establishment of a 'Longridge Lifesavers' group and the conversion of a BT phone box to house a defibrillator.

9. Taxi Stand.

Report of the Clerk (enclosed) for members to consider a taxi stand on the car park near the Co-op supermarket on Berry Lane.

ITEMS for INFORMATION/DISCUSSION

10. Planning Applications.

Report of the Clerk (enclosed) for members to consider planning matters since the last meeting.

11. Update on Actions from Previous Meetings.

Report of the Clerk (enclosed) to update members on actions from recent Full Council meetings.

12. Updates on Estate Matters.

Report of the Clerk (enclosed) for members to receive and consider updates on the following:

- Wellbeing Community Garden 'Project'.
- Townley Gardens (UKSPF).
- Pump Track (UKSPF).

13. Councillor Reports.

Reports (if any) enclosed.

14. Consideration of Matters not on the agenda.

An opportunity for the clerk and members to provide updates, raise matters and suggest items for future meetings.

15. Grant Application - Update

Report of the Clerk (enclosed) for members to re-consider a grant request from Longridge Social Enterprise Company (LSEC) for a contribution of £15,000 towards improvements at the Longridge Civic Hall.

16. Future Meetings.

The following dates have been scheduled for Full Council Meetings:

- Wednesday 11 December 2024 at 7.00pm

PART 2: ITEM for DISCUSSION and DECISION

EXCLUSION of the PRESS and PUBLIC.

The Council is asked to RESOLVE that:

The public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of confidential information as defined in Schedule 12 of the Local Government Act, 1972.

17. Application to be Town Councillor.

Report of the Clerk (enclosed) for members to consider an application for a Town Councillor by co-option.

Mike Hill

Clerk and Responsible Financial Officer to Longridge Town Council.

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Mission Statement

Endeavour through foresight and leadership, to enhance quality of life for residents and visitors.
Working to enrich and nurture opportunity to protect and improve the built and natural environment and improve community pride.



Longridge

Town Council

Full Council – Draft Minutes

Date:	9 October 2024		
Place:	Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: Rainford (Chair), R. Bryne, P. Smith, R. Walker, K. Spencer, L. Jameson, J. Rogerson and D. Jackson.		
In attendance:	Town Clerk.		
Meeting started:	19:00	Meeting closed:	20:55

241009/

1. WELCOME BY THE CHAIR.

The Chair welcomed everyone to the meeting and informed members of her recent activities including attending a Harvest Festival Service in Rawtenstall.

2. APOLOGIES FOR ABSENCE.

Council accepted the apologise from Cllrs. R. Beacham and N. Stubbs.

3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND WRITTEN REQUESTS FOR PECUNIARY INTEREST DISPENSATION

Cllrs. Walker and Spencer declared interest in Agenda Item 8 planning application 3/2024/0802.

4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 11 SEPTEMBER 2024.

With the exception of incorrect dates for future meetings, the minutes were agreed as a correct record.

5. PUBLIC PARTICIPATION.

There was no public participation.

6. FINANCE REPORT

The Clerk submitted a report seeking approval for the accounts to date and the Schedule of Payments.

RESOLVED THAT COUNCIL:

- Approve the accounts to date.
- Approve the Schedule of Payments as set out in the Report and the Table below.

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Ref.
1	6751079	HMRC	Three months TAX and NI	1,151.22	-	1,151.22	22/10/24	
2	7044569	Waterplus	Water and Wastwater to 2 September	247.64	-	247.64	DD	
3		Waterplus	Water and Wastwater to 2 October	435.99	-	435.99	DD	
4	2024103977	SO Plants	Compost and Plants for new planters	899.00	149.81	749.19	Paid	
5	-	Terry Lewis	Gardening and Lengthsman services. Sept	200.00	-	200.00	Paid	
6	4779	RGC	Cleaning Services etc.	521.03	86.84	434.19	Paid	
7	sdebt23604	RVBC	Road closure - Remembrance Sunday	47.67	-	47.67	Paid	
Totals:				3,502.55	236.65	3,265.90		

7. UPDATE ON ACTIONS FROM RECENT MEETINGS.

The Clerk submitted a report updating members on actions from recent meetings.

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Agree to remove action 10c from the 14/08/24 Council meeting.
- c. Agree to change action 11.b from the meeting on 17/07/24 to Noted.

8. PLANNING MATTERS.

The Clerk submitted a report requesting members to consider planning matters since the last meeting.

Considerations were made on several applications see below.

Note. The following types of applications are not for consultation and are therefore excluded from the lists below: Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.

Application:	3/2024/0622/0623 – 6 September
Considerations:	The Council request that RVBC ensure that the footpath mentioned in the application is not the commonly used public right of way footpath as this needs to be protected.
Application:	3/2024/0450 – 27 September.
Considerations:	None
Application:	3/2024/0722 – 4 October.
Considerations:	None

Note: Cllr. Walker left the meeting prior to discussion of the next application.

Application:	3/2024/0802 – 4 October
Considerations:	The Council request RVBC impose the same conditions on this application as other industrial units in the immediate location, and note the potential for nuisance noise on nearby residents.

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Request the Clerk to inform RVBC of the Council's considerations.

Note: Cllr. Walker returned to the meeting.

9. UPDATE ON ESTATE AND OTHER RELATED MATTERS.

The Clerk submitted a report updating members on Estate and other related matters.

9.1 Community Garden.

The report noted:

- That in August 2024, after receiving a complaint from a resident regarding the state of the plot where the changing rooms of Longridge Town FC had been located, the Clerk contacted LCC, who confirmed they owned the plot.
- LCC had confirmed they would consider renting the plot to the Town Council for conversion into a Community Garden.
- LCC had issued a Head of Terms for leasing the plot and were seeking the Council's approval to it.

RESOLVED THAT COUNCIL:

Request the Clerk to contact LCC and ask them to consider:

- a. Extending the lease period of the plot to 5 years.
- b. Visiting the site and investigate the longstanding drainage issue.
- c. Granting permission to allow representatives of the Town Council to enter the site.

9.2 Street Columns and Festive Lighting.

Members were reminded that they had requested the Clerk to ask LCC if they would be able to install electric sockets in street columns and fit suitable brackets to hold festive lights and banners by early December.

The Clerk stated that LCC had confirmed that they would be able to carry out the installations, if the Town Council gave instructions by mid-October.

Note: Cllr. Rainsford declared an interest in the matter of installations and left the meeting and Cllr. Jameson took over as Chair.

RESOLVED THAT COUNCIL:

- a. Agree to expenditure of no more than £7,000 for the purchase and installation of brackets on each column that had passed the LCC column test.
- b. Request Cllr. Walker and the Clerk to progress item a. above.
- c. Request Cllrs. Rainsford and Rogerson locate 10/12 locations and columns for the phase 1 installation of festive lights.
- d. Authorise the Clerk to notify LCC of the locations from c. above and instruct them to fit the necessary electric sockets.
- e. Request the Clerk to provide a policy on the use of banners and festive lights on columns where the council had installed brackets and electric sockets.

Note: Cllr. Rainsford returned to the Chair the meeting.

9.3 Townley Gardens UKSPF Project.

The Clerk reminded members that there had recently been a discussion regarding the Town Council taking over the running of the Townley Garden UKSPF Project.

RESOLVED THAT COUNCIL:

Request Cllr. Jameson to discuss the matter with RVBC and Borough Councillors and report back to the Town Council.

Note: Cllr. Byrne left the meeting (20:35).

9.4 Pump Track.

Members noted that the Pump Track will be discussed at the next RVBC Planning Committee.

9.5 Old Station Café - Rent Review.

The Clerk updated members on the outcome of a recent rent review.

RESOLVED THAT COUNCIL:

- a. Authorise the Clerk to inform the Café of the outcome of the recent rent review.
- b. Agree that the revised rent will be payable from November 2024 and will not be back dated.

9.6 Heritage Centre - Licence Review.

The clerk updated members on the Agreement.

RESOLVED THAT COUNCIL:

Request the Clerk to provide a full report to the next meeting of the Estates Committee.

10. COUNCILLOR REPORTS.

No reports were submitted.

11. CONSIDERATIONS OF MATTERS NOT ON THE AGENDA.

The Clerk updated members on the use of accounting software and the purchase of remembrance poppies for installation on street columns.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to report on the use of accounting software to the next Budget Committee.
- b. Agree to the purchase of 55 poppies to be installed street columns.

12. GRANT APPLICATION.

RESOLVED THAT COUNCIL:

Request the Clerk to submit the application to the next meeting of the Budget Committee.

13. DATES OF FULL COUNCIL MEETINGS.

Members agreed the following meeting dates for 2024:

- 13 November
- 11 December

EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED THAT COUNCIL:

Approve that the public and press be excluded from the meeting for the next item of business on the grounds that it involves the likely disclosure of confidential information as defined in Schedule 12 of the Local Government Act, 1972.

14. EMPLOYEMENT MATTERS.

The Clerk provided a verbal update on training payments made to a previous Clerk and a request from another parish council for a contribution towards monies they had also paid towards training costs.

RESOLVED THAT COUNCIL:

Request the Clerk to prepare a full report to a future meeting of the Council.

SIGNED BY CHAIR FOR THE MEETING:

DATE:

A signed copy is on file.

Agenda Item 6

Report For Decision



Longridge
Town Council

Meeting Date: 13/11/2024

Title: Finance Report - Full Council

Submitted by: Clerk and Responsible Financial Officer

Purpose of the report:

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

Recommendations:

1. Approve the Report and specifically the:
2. Schedule of Payments.

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	2489	Lentech	Install two Victorian style lanterns	450.00	75.00	375.00	Paid	21/10/24
2		Andrea Townsend	Purple poppies	25.00	-	25.00	Paid	29/10/24
3	909	Bolton Christmas Trees	Purchase 140 small and 2 large trees	2,294.40	382.40	1,912.00	Paid	29/10/24
4	PCJ07	Royal British Legion Trade	Poppies for columns	240.00	48.00	192.00	Paid	29/10/24
5		Terry Lewis	Gardening services etc. October	240.00	-	240.00	Paid	05/11/24
6	PCJ07	Royal British Legion Trade	Poppies for columns (more)	54.00	10.80	43.20	Paid	05/11/24
7	PCJ07	Royal British Legion Trade	Civic wreaths x 6	200.00	40.00	160.00	Paid	05/11/24
8	..5618	Jessica Dibble	Micosoft 365 (paid in error by Jess)	59.99	10.00	47.99	Paid	05/11/24
9	571409	LITE (lighting and Illumin)	Festive lights and brackets	6,006.72	1,001.12	4,955.60	Paid	05/11/24
10		High Access Windows	Window cleaning (outside)	30.00	-	30.00	Due	
11	1166841	Longridge Band	Remembrance Day	600.00	100.00	500.00	Due	
Totals:				10,200.11	1,667.32	8,480.79		

Note: Approval is not usually sought for people of organisations where the Town Council has a contractual relationship.

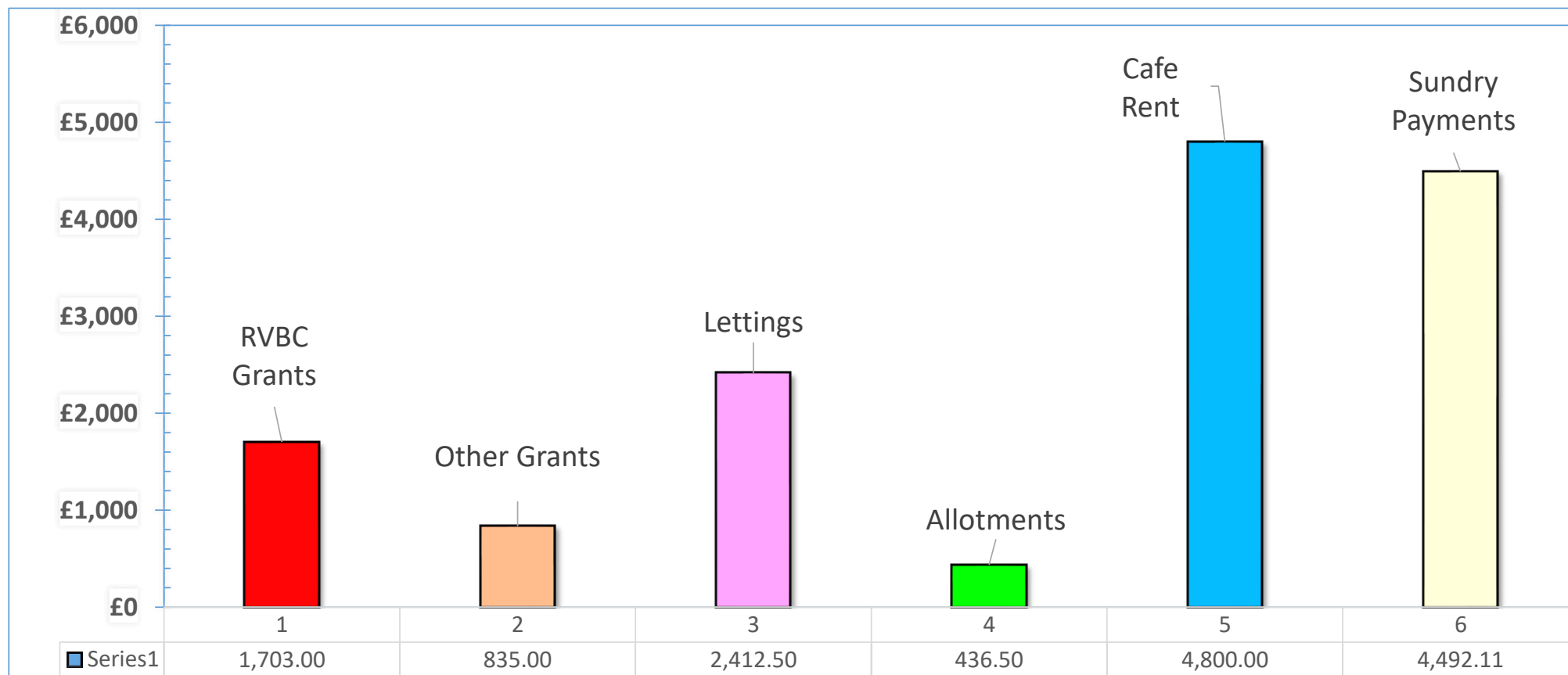
Receipts for the period 1st April 2024 to 31st March 2025.

Bank			Income Streams									
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants/Other	Other Grants	Lettings	Allotment	Old Station		Sundry	Totals
									Rent	Utilities		
02/04/24	DD	Old Station							600.00			600.00
03/04/24	DD	Adjustment									1,509.19	1,509.19
03/04/24		Old Station								1,018.40		1,018.40
08/04/24	00204582	RVBC - Precept payment	94,077.00									94,077.00
08/04/24		Gathering (A. Gardner)					100.00					100.00
09/04/24		Arts Class					240.00					240.00
16/04/24		Longridge Community									20.00	20.00
26/04/24		Gas Charges								73.10		73.10
01/05/24		Café Rent							600.00			600.00
07/05/24		Art Class - 8 Weeks					147.50					147.50
07/05/24		Water Charges								169.52		169.52
08/05/24		Electric Charges								1,004.98		1,004.98
09/05/24	..104219	HMRC		10,692.41								10,692.41
09/05/24	80	U3A					210.00					210.00
30/05/24	53	Credit					30.00					30.00
03/06/24		Café Rent							600.00			600.00
11/06/24		Electric Charges								968.80		968.80
11/06/24		Gas Charges								68.35		68.35
11/06/24		Water Charges								229.33		229.33

Bank			Income Streams									
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants/Other	Other Grants	Lettings	Allotment	Old Station		Sundry	Totals
									Rent	Utilities		
01/07/24		Rent for café							600.00			600.00
02/07/24	G 04/25	Gathering (A. Gardner)					315.00					315.00
03/07/24	422073	LCC Bio Diversity and PROW				800.00						800.00
05/07/24		P.Burton						72.50				72.50
08/07/24		Robin Stother						72.80				72.80
09/07/24		Electric Charges								959.63		959.63
10/07/24		Barbara Burton						72.80				72.80
10/07/24		S. Margerison						72.80				72.80
12/07/24		C. Thurlow						72.80				72.80
17/07/24		Longridge U3A					230.00					230.00
18/07/24		LCC GCF				35.00						35.00
19/07/24		M. Baugh (Art Group x 9)					225.00					225.00
01/08/24		Rent for café							600.00			600.00
16/08/24		Gathering x 4 (A. Gardner)					100.00					100.00
19/08/24		RVBC - Ribble Valley In Bloom			50.00							50.00
21/08/24		Lewis Allotment 3a						72.80				72.80
02/09/24		Rent for Café							600.00			600.00
10/09/24	AG/AS001	A. Sach Art Group					55.00					55.00
19/09/24		M. Baugh (Art Group x 8)					200.00					200.00
19/09/24	00540418	Unity Goodwill									100.00	100.00
23/09/24	00009250	Concurrent Grant			1,653.00							1,653.00

Bank			Income Streams									
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants/Other	Other Grants	Lettings	Allotment	Old Station		Sundry	Totals
									Rent	Utilities		
24/09/24	18/09	Unity Bank Charge Reversal									20.80	20.80
01/10/24		Rent for café							600.00			600.00
04/10/24	G-08/24	Gathering (A. Gardener)					225.00					225.00
07/10/24		U3A July-Aug-Sept					210.00					210.00
24/10/24	..6245	British Gas (overpayment)									1,089.97	1,089.97
28/10/24	13116249	Shred-It (overpayment)									239.06	239.06
01/11/24		Rent for café							600.00			600.00
06/11/24	G-09/24	Gathering x 5 (A. Gardner)					125.00					125.00
07/11/24	W7/8/9/10	Water Charges x 4								585.53		585.53
07/11/24	G83/82/81	Gas Charges x 3								40.31		40.31
Total as at 08/11/2024:			94,077.00	10,692.41	1,703.00	835.00	2,412.50	436.50	4,800.00	5,117.95	2,979.02	123,053.38

Revenue Streams



Unity Trust Bank - Balance

£

Balance carried forward 1 April 2024:	114.15	
Monthly Balance		Diff.
1 May	86,868.60	
1 June	91,466.30	4,597.70
1 July	77,243.20	-14,223.10
1 August	76,993.42	-249.78
1 September	60,457.78	-16,535.64
1 October	48,960.11	-11,497.67
1 November	40,655.60	-8,304.51
Balance at 08/11/24:	34,810.95	-5,844.65

Nat West - Account No. 1

£

Balance carried forward 31 May 2024:	107,159.07
Interest paid in May and June 2024:	251.25
Debits in June 2024:	104.47
Debits in July 2024:	143.48
Balance at 30/07/24:	107,162.37
Bank Statement 30/09/24:	107,430.81

Nat West - Longridge Town Council

£

Balance carried forward 31 May 2024:	5,000.00
Interest to 28 June 2024:	0.00
Credits in June 2024:	104.47
Credits in July 2024:	143.48
Debits in June 2024:	104.47
Debits in July 2024:	143.48
Balance at 30/07/24:	5,000.00
Bank Statement 30/09/2024:	5,000.00

Agenda Item 7

For Decision/Discussion

Meeting:	Full Council
Meeting Date:	13 November 2024
Title:	Budget Considerations for 2025-26
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To update members on the Budget Committee's recommendations for the Council's 2025-26 precept, and to seek approval on the level of expenditure and the services it intends to deliver in 2025-26 and to agree the General Reserve for 2025-26

2. Introduction:

Members are reminded that Town and Parish Councils irrespective of their size, have a statutory duty to prepare an annual budget. It should be noted that it is not lawful to set a precept unless a budget has been prepared and approved.

The Council's precept requirement must be advised to Ribble Valley Borough Council by 24 December 2024.

3. Reserves:

Longridge Town Council holds its reserves in line with those set out in the Joint Panel of Accountability and Governance March 2024 (p38 5.31-5.39) in that they are maintained at between three and twelve-months Net Revenue Expenditure. The smaller the authority, the closer the figure may be to 12 months expenditure, in practice, any authority with income and expenditure in excess of £200,000 should plan towards 3 months equivalent general reserve.

4. General Reserve:

The General Reserve is the balance of Longridge Town Council's revenue account and are funds which have no restrictions as to their use. These reserves can be used to smooth the impact of uneven cash flows, offset the budget requirement if necessary, or can be held in case of unexpected events or emergencies. They cannot be used for recurring general expenditure as this would gradually reduce the reserves to zero.

The level is proposed by the Responsible Financial Officer and agreed annually when setting the final budget for the forthcoming year at a Town Council meeting.

5. Budget Committee's Recommendations:

The Budget Committee's meeting on 23 October 2024 requested that the Clerk submit a report to the Full Council, recommending a 2025-26 precept of £98,195, based on the budget expenditure as set out in Appendix 1. If accepted by Full Council, this would mean a 2.5% increase in the Band D Tax Base which equates to an annual charge of £30.02.

6. Members are recommended:

- a. To note the contents of the report and Appendix 1.
- b. To approve the budget and the services the Council intends to deliver in 2025-26 as set out in Appendix 1.
- c. To approve a precept for 2025-26 of £98,195.
- d. To set a General Reserve of no more than £70,000

Appendix 1



Longridge
Town Council

Meeting Date: **13 November 2024**

Meeting: Full Council

Title: **Budget by Expenditure Stream for 2025-26**

Submitted by: Clerk and Responsible Financial Officer

Purpose of the report:


To consider the Council's Budget for 2025-26

Recommendations:

See main report.

Proposed Budget - based on Actual and Projected Expenditure - 1 April 2024 to 31 March 2025.



<div>Expenditure Stream Community Purse</div>		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget £	2025-2026 Proposed Budget £
				Oct	Nov	Dec	Jan	Feb	Mar			
1	Youth Council	1,500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-1,500.00	1,500
2	Allotments	100	72.80	0.00	0.00	0.00	0.00	0.00	0.00	73	-27.20	100
3	Civic Events inc. Remembrance Servcies	3,000	0.00	47.67	2,946.00	400.00	0.00	0.00	0.00	3,394	393.67	6,000
4	Mayor Allowance	600	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500	-100.00	600
5	Community Partnership	2,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	-2,000.00	500
6	Christmas trees	5,000	0.00	0.00	2,640.00	2,294.00	0.00	0.00	0.00	4,934	-66.00	5,000
7	Grants	20,000	20,116.00	0.00	0.00	0.00	0.00	0.00	0.00	20,116	116.00	20,000
8	Community Sponsorship	2,000	241.78	0.00	0.00	0.00	0.00	0.00	0.00	242	-1,758.22	500
	SUB TOTAL	34,200	20,930.58	47.67	5,586.00	2,694.00	0.00	0.00	0.00	29,258	-4,941.75	34,200

		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
Amenity Expenses				Oct	Nov	Dec	Jan	Feb	Mar			
15	Public Toilets	1,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,000.00	500
16	Maintenance of open space	4,000	1,836.20	200.00	220.00	300.00	150.00	150.00	200.00	3,056.20	-943.80	4,000
17	Play Area and Inspection	1,500	906.00	0.00	0.00	0.00	0.00	0.00	0.00	906.00	-594.00	1,000
18	Station Buildings / Caretaker	5,000	1,412.78	330.00	500.00	500.00	350.00	350.00	350.00	3,792.78	-1,207.22	5,000
19	Litter & Waste Disposal	4,000	1,178.00	0.00	0.00	0.00	0.00	0.00	0.00	1,178.00	-2,822.00	1,250
20	Replacement and refurbishment	0	4,919.04	0.00	0.00	0.00	0.00	0.00	0.00	4,919.04	4,919.04	2,000
21	Defib. and Bleed Kits	0	516.00	0.00	150.00	0.00	0.00	0.00	0.00	666.00	666.00	700
	SUB TOTAL	15,500	10,768.02	530.00	870.00	800.00	500.00	500.00	550.00	14,518.02	-981.98	14,450

		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
Insurance, Banking & Prof. Services				Oct	Nov	Dec	Jan	Feb	Mar			
25	Insurance	3,500	3,287.79	0.00	0.00	0.00	0.00	0.00	0.00	3,287.79	-212.21	3,500.00
26	Bank Charges	240	71.80	18.00	18.00	18.00	18.00	18.00	18.00	179.80	-60.20	240.00
27	Memberships & Subscriptions	2,000	1,111.16	244.00	0.00	0.00	0.00	0.00	0.00	1,355.16	-644.84	1,500.00
28	Professional Services	4,000	1,574.00	162.00	400.00	0.00	0.00	60.00	0.00	2,196.00	-1,804.00	2,500.00
	SUB TOTAL	9,740	6,044.75	424.00	418.00	18.00	18.00	78.00	18.00	7,018.75	-2,721.25	7,740

		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
Maintenance and Cleaning				Oct	Nov	Dec	Jan	Feb	Mar			
35	Hygiene and Cleaning	6,000	3,522.60	1,018.90	520.00	500.00	500.00	500.00	500.00	7,061.50	1,061.50	6,500.00
36	Alarm Systems	1,000	270.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00	-730.00	400.00
37	Fire Alarm	500	0.00	125.00	0.00	0.00	0.00	0.00	0.00	125.00	-375.00	250.00
38	Station Building Maint. and Repairs	5,000	0.00	240.00	1,500.00	250.00	0.00	0.00	0.00	1,990.00	-3,010.00	3,500.00
39	CCTV	750	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-750.00	500.00
40	IT Support	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350.00
	SUB TOTAL	13,250	3,792.60	1,383.90	2,020.00	750.00	500.00	500.00	500.00	9,446.50	-3,803.50	11,500

		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
Miscellaneous Expenses				Oct	Nov	Dec	Jan	Feb	Mar			
45	Post, Stationary and consumables	1,000.00	0.00	0.00	125.00	0.00	0.00	0.00	0.00	125.00	-875.00	1,000.00
46	Training and attendance at conferences	500.00	35.00	0.00	105.00	0.00	654.00	0.00	0.00	794.00	294.00	1,000.00
47	Cllr. Expenses	500.00	28.50	0.00	0.00	0.00	0.00	0.00	0.00	28.50	-471.50	200.00
	SUB TOTAL	1,500.00	35.00	0.00	230.00	0.00	654.00	0.00	0.00	919.00	-581.00	2,200

Office		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
				Oct	Nov	Dec	Jan	Feb	Mar			
50	Furniture	600.00	0.00	0.00	0.00	0.00	450.00	0.00	0.00	450.00	-150.00	600.00
51	Equipment	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	250.00	250.00	250.00
	SUB TOTAL	600.00	0.00	0.00	0.00	0.00	700.00	0.00	0.00	700.00	100.00	850

Specific Projects		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
				Oct	Nov	Dec	Jan	Feb	Mar			
55	Longridge in Bloom	1,000.00	0.00	899.00	0.00	0.00	0.00	0.00	250.00	1,149.00	149.00	2,000.00
56	Column festive lights and brackets from earmar	0.00	0.00	0.00	7,000.00	0.00	8,250.00	0.00	0.00	15,250.00	15,250.00	0.00
57	Community Well-Being Garden	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
	SUB TOTAL	1,000.00	0.00	899.00	7,000.00	0.00	8,250.00	0.00	250.00	16,399.00	15,399.00	4,000

Staff Costs		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
				Oct	Nov	Dec	Jan	Feb	Mar			
60	Salaries	30,000.00	12,365.07	1,610.00	1,610.00	1,610.00	1,610.00	1,610.00	1,610.00	22,025.07	-7,974.93	30,000.00
61	Other staff costs (Tax and NI)	7,500.00	13,747.31	1,151.22	0.00	581.00	0.00	0.00	581.00	16,060.53	8,560.53	7,500.00
	SUB TOTAL	37,500.00	26,112.38	2,761.22	1,610.00	2,191.00	1,610.00	1,610.00	2,191.00	38,085.60	585.60	37,500

Telephone and Internet		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
				Oct	Nov	Dec	Jan	Feb	Mar			
65	Telephone - Landline	500	345.93	48.00	48.00	48.00	48.00	48.00	48.00	633.93	133.93	750.00
66	Telephone - Mobile	100	81.73	33.60	33.60	33.60	33.60	33.60	33.60	283.33	183.33	300.00
67	Website and web and email services	1,000	402.60	73.92	70.00	70.00	70.00	70.00	70.00	826.52	-173.48	1,000.00
68	Computer Equipment	1,000	0.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00	-250.00	1,000.00
SUB TOTAL		2,600	830.26	155.52	151.60	901.60	151.60	151.60	151.60	2,493.78	-106.22	3,050

Utilities		2024-25 Budget	2024-25 Apr-Sept Actual	Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget £
				Oct	Nov	Dec	Jan	Feb	Mar			
75	Electricity	20,000	10,098.50	1,015.10	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	17,113.60	-2,886.40	20,000.00
76	Gas	1,000	372.48	50.00	50.00	75.00	75.00	75.00	75.00	772.48	-227.52	1,300.00
77	Water and Waste	2,500	1,759.55	435.99	250.00	250.00	250.00	250.00	250.00	3,445.54	945.54	3,500.00
78	Rates	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUB TOTAL		23,500	12,230.53	1,501.09	1,500.00	1,525.00	1,525.00	1,525.00	1,525.00	21,331.62	-2,168.38	24,800

		2024-25 Budget	2024-25 Apr-Sept Actual	Total Forecast 2024-25						2024-25 Projected Spend £	Variance: Projected vs Budget	2025-2026 Proposed Budget
				Oct	Nov	Dec	Jan	Feb	Mar			
TOTAL		139,390	80,744	7,702	19,386	8,880	13,909	4,365	5,186	140,171	-8,645	140,290



Summary

£

Proposed Budget 2025-26: 140,290

The difference between the proposed budget of £140,290 and the requested Precept of £98,195 will be made up from the Council's General Reserves and the Council's own income streams.

Previous Years

Year	Tax Base	Band D Tax £	Tax Band % Change	Precept £
2015/16	2622	22.71		59,558
2016/17	2657	24.09	6.1%	64,000
2017/18	2719	24.69	2.5%	67,132
2018/19	2772	25.43	3.0%	70,492
2019/20	2804	26.06	2.5%	73,072
2020/21	2867	26.6	2.1%	76,250
2021/22	2944	26.87	1.0%	79,093
2022/23	3052	27.4	2.0%	83,616
2023/24	3170	27.95	2.0%	88,602
2024/25	3213	29.28	4.5%	94,077
Precept: 2025/26	3271	30.02	2.5%	98,195

Figure provided by RVBC.

Agenda Item 8

For Decision/Discussion

Meeting:	Full Council
Meeting Date:	13 November 2024
Title:	Defibrillators and 'Longridge Life Savers'
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider; the re-siting of a Council defibrillator, the establishment of a 'Longridge Lifesavers' group and the adoption and conversion of a BT phone box to house a defibrillator.

2. Re-siting the current defibrillator cabinet.

Members are reminded that a defib. cabinet has been placed on the wall of the Council's small storage facility opposite the Station Café.

The cabinet has not as yet been connected to a power supply (which is required) and the actual defib. kit which will go inside the cabinet, is currently operational and sited on the wall outside the Heritage Office (inside the Station Building).

Before installing the cabinet on the wall of the Council's storage facility, Cllr. Smith had secured approval (from the Landlord) for placing the cabinet at the gable end of the Townley Arms.

However, as it is recommended that the cabinet is connected to an unswitched fused spur (see image) and such a connection, at the time was not possible at Townley Arms, Cllr. Jackson and the Clerk chose to locate the cabinet on the wall of the Council's small storage facility, where a unswitched fused spur would be used.

Cllr. Smith is still keen that the Cabinet should be located on the wall of Townley Arms, as he considers it offers a more straightforward route from the main thoroughfare and this could reduce the amount of time taken to deploy the defib. which might be crucial in saving a life.



3. Establishment of 'Longridge Lifesavers'.

Cllr. Smith would like members to consider supporting the establishment of a group of 'Longridge Lifesavers'.

The idea would be to train large numbers of people, starting with representatives from high street facing businesses, in the use of defibrillators, bleed kits, and other life saving techniques that are considered appropriate. The project would be setup and initially led by the Town Council, but handed over to a 'Longridge Lifesavers Liaison Committee'.

4. Conversion of BT Phone Box to house a defibrillator.

The Town Council recently received notification of BT's intention to remove the telephone box on Kestor Lane.

Cllr. Jackson would like members to consider the possibility of adopting the phone box and installing a defibrillator inside it. Cllr. Jackson has been in contact with the Community Paramedic who is supportive of the idea, noting that it would be a great asset to the community.

Considerations:

- The kiosk has a power supply and if adopted, BT Payphones would continue to be responsible for the electrical supply and any payments to the electricity companies for that supply. BT would reserve the right to disconnect the electricity supply at some point in the future however; BT will contact the kiosk owner should this become necessary.
- BT would only be responsible for the supply to the kiosk to the point of the fuse box. Any future faults beyond this point would be the responsibility of the kiosk owner (e.g. bulb replacements).
- The power supply is unmetered and the Town Council would have a charge code with the electric company for the operation of an 8-watt lightbulb or similar.
- If the Town Council wished to proceed with the adoption, BT would need to put this forward to RVBC.
- The whole process could take around 90 days.

5. Members are recommended:

- a. To decide on the location of the defib, taking into account the observations and comments set out in Section 2 above.
- b. To consider the setting up and support of a 'Longridge Lifesavers' group as set out in Section 3 above.
- c. To consider the possibility of adopting a BT phone box and installing a defibrillator inside it as set out in Section 4 above.

Agenda Item 9

For Decision/Discussion



Meeting:	Full Council
Meeting Date:	13 November 2024
Title:	Taxi Stand
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider a response to emails sent to them from RVBC and to a taxi stand on the car park near the Co-op supermarket on Berry Lane.

2. Background:

- On 23 January 2024 RVBC sent an email to the Town Clerk see below:

The Council (RVBC) is investigating the possibility of creation of additional taxi ranks or stands in the borough. Such stands enable hackney carriages to wait in rank, and to be hired without prior booking. This differs from private hire vehicles which have to be booked in advance. Stands can either be on the highway or other suitable and accessible land, with the owner's consent, and following due procedure.

At present, there are no stands in Longridge. The Council is seeking to establish whether there is a demand or wish for the creation of a stand or stands, and, if so, in what location(s).

The Council is currently consulting with LCC highways on the issue, but Councillor Brocklehurst recommended that contact should be made with the Town Council to establish whether it has any recommendations or observations in this respect.

Please could the Town Council consider this issue and could you advise me of any concerns or recommendations which they may have. If appropriate, a site meeting might be arranged with representatives of LCC and/or RVBC to further consider matters.

- At the Annual Taxi meeting held on 30 January 2024 consideration was given to the possibility of a stand on the car park near to the Co-op, on Berry Lane and Cllr. Brocklehurst had suggested RVC liaise with Longridge Town Council.
- On 16 February 2024 RVBC chased the Town Clerk for a response to its email of 23 January and to the suggestion made by Cllr. Brocklehurst.
- On 5 November 2024 RVBC again contacted the Town Clerk for a response to its email of 23 January and to the suggestion made by Cllr. Brocklehurst.

3. Members are recommended:

- To consider a response to RVCB on the matters set out above.
- To consider a taxi stand being placed on the car park near to the Co-op, supermarket on Berry Lane.

Agenda Item 10

For Information/Discussion



Longridge
Town Council

Meeting:	Full Council
Meeting Date:	14 November 2024
Title:	Planning Matters - Relating to Longridge
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To inform members of planning matters since the last meeting.

Members are reminded that the weekly lists of applications registered and decided are available to view on the RVBC website: https://www.ribblevalley.gov.uk/weekly_lists

Note. The following types of applications are not for consultation and are therefore excluded from the lists below: Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.

2. Applications Registered by RVBC since the last Full Council Meeting.

Application:	3/2024/0813 – 11 October
Proposal:	New double garage with residential annex above; increased hardstanding/parking area; new sewage treatment plant to discharge into watercourse; alterations to approved fenestration of single-storey extension and additional rooflights.
Location:	Lower Hud Lee Farm Longridge Road Hurst Green BB7 9QP
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0815 – 11 October
Proposal:	Proposed demolition of detached garage and construction of two-storey and single-storey extensions to side and rear including new, integral double garage and replacement sewage treatment plant.
Location:	1 Cockleach Cottages, Chipping Road Longridge PR3 2NB
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0757
Proposal:	Permission in Principle for one new dwelling in the garden.
Location:	Addison House Lower Lane Longridge PR3 2YH
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0777 – 18 October
Proposal:	Proposed demolition of existing conservatory and replacement with single-storey extension.
Location:	Oak Tree Farm Preston Road Longridge PR3 3BL
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0618 – 25 October
Proposal:	Change of use of a building and yard from agricultural to industrial storage and hardstanding. Replacement of existing walls and roof with new cladding and new roller shutter doors.
Location:	Bolton Fold Farm Alston Lane Longridge PR3 3BN
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0715 – 25 October
Proposal:	Proposed single-storey gabled extension to front and single-storey extension to side
Location:	27 Calfcote Lane Longridge PR3 3SZ
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0759 – 25 October
Proposal:	Proposed two storey extension to side and rear with first floor balcony and glazed canopy over patio area to rear.
Location:	22 Willows Park Lane Longridge PR3 3HJ
Link:	Planning Application - Ribble Valley Borough Council

Application:	3/2024/0883 – 8 November
Proposal:	Proposed conversion of former joiners workshop to two-bedroom, single-storey dwelling and garage.
Location:	George Street Longridge PR3 3JS
Link:	Planning Application - Ribble Valley Borough Council

3. Applications decided by RVBC since the last Full Council Meeting.

Application:	3/2024/0664 – 11 October
Proposal:	Proposed installation of external non-illuminated fascia sign and external non-illuminated hanging sign
Location:	57 Berry Lane Longridge PR3 3NH (Subway)
Link:	Planning Application - Ribble Valley Borough Council
Decision	Approved with conditions.

Application:	3/2024/0460 – 18 October
Proposal:	Regularisation and retention of agricultural building and hardstanding area with access gates as built.
Location:	Land to the south of Stella Maris Alston Lane Longridge PR3 3BN
Link:	Planning Application - Ribble Valley Borough Council
Decision	Approved with conditions.

Application:	3/2024/0656 – 18 October
Proposal:	Proposed development of wheeled sports facility (pump track) with associated drainage. (Pump Track)
Location:	Longridge Recreation Ground Kestor Lane Longridge
Link:	Planning Application - Ribble Valley Borough Council
Decision	Approved with conditions.

Application:	3/2024/0759 – 01 November
Proposal:	Two storey extension to side and rear with first floor balcony and glazed canopy over patio area to rear
Location:	22 Willows Park Lane Longridge PR3 3HJ
Link:	Planning Application - Ribble Valley Borough Council
Decision	Approved with conditions.

4. Members are recommended to:

- Note the report.
- Set out any actions relating to the planning matters set out in the report.

Agenda Item 11

For Information



Longridge
Town Council

Meeting:	Full Council
Meeting Date:	13 November 2024
Title:	Update on Actions from Recent Meetings.
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To update members on actions from recent meetings.

2. Update on Actions from 09/10/2024 Council Meeting.

Minute 241009/	Action	Who	Update
7b	Agree to remove action 10c from the 14/08/24 Council meeting.	Clerk	Complete
7c	Agree to change action 11.b from the meeting on 17/07/24 to Noted.	Clerk	Complete
9.1a	Contact LCC and ask them to consider: Extending the lease period of the plot to 5 years	Clerk	Complete
9.1b	Contact LCC and ask them to consider: Visiting the site and investigate the longstanding drainage issue.	Clerk	Complete
9.1c	Contact LCC and ask them to consider: Granting permission to allow representatives of the Town Council to enter the site.	Clerk	Complete
9.2b	Arrange the purchase and installation of brackets on columns that had passed the LCC column test.	Cllr. Walker and Clerk	Complete
9.2c	Identify columns for phase 1 lighting	Cllr. Rainford and Rogerson	Complete
9.2d	Notify LCC of the locations from c. above and instruct them to fit the necessary electric sockets.	Clerk	Complete
9.2e	Provide a policy on the use of banners and festive lights on columns where the council had installed brackets and electric sockets.	Clerk	Noted
9.3	Discuss Townley Gardens with RVBC and Borough Councillors and report back to the Town Council.	Cllr. Jameson	?
9.5	Inform the Café of the outcome of the recent rent review.	Clerk	Complete
9.6	Heritage Centre – License Review. Provide a full report to the next meeting of the Estates Committee.	Clerk	Complete

11	Report on the use of accounting software to the next Budget Committee.	Clerk	Complete
12	Submit the LSEC grant application to the next meeting of the Budget Committee	Clerk	Complete
14	Report back to the Full Council on the Part 2 employment issue.	Clerk	Noted

3. Update on Actions from 11/09/2024 Council Meeting.

Minute 240911/	Action	Who	Update
11	Inform RVBC of the Council's planning considerations.	Clerk	Complete
13	Send a donation £100 to NW Ambulance Service	Clerk	Noted
	Draft a letter of thanks to the Community Liaison Paramedic	Clerk	Noted

4. Update on Actions from 14/08/2024 Council Meeting.

Minute 240811/	Action	Who	Update
Public	Provide update on Pump Track and Townley Garden projects	Clerk	Complete
10b	Contact Townley Arms regarding the siting of a 'Bleed' and Defib. cabinet on the wall near the noticeboard.	Cllr. Smith	Complete
13b	Inform RVBC of the Council's planning considerations	Clerk	Complete
15a	Set up a Remembrance Sunday Working Group	Clerk	Complete
15c	Prepare a Risk Register for the next FC meeting	Cllr. Smith and Clerk	Complete

5. Update on Actions from 17/07/2024 Council Meeting.

Minute 240717/	Action	Who	Update
7	Inform 'Love Loingridge' and the Thursday Group of the Council's decision.	Clerk	Complete
	Get quotes for column testing, banner mounts and installation.	Clerk	Complete
	Complete LCC paperwork for column testing.	Clerk	Complete.
	Contact Whittingham Parish Council regarding making a contribution to the cost of fixing banner mounts to light columns.	Clerk	Noted
8	Investigate the use of a shared calendar	Clerk	Ongoing.
9	Donate Mayoral Allowance to Girl Guides	Cllr. Rogerson	Complete
11a	Contact RVBC regarding notifying the Council on event, licensing/gambling applications and decisions.	Clerk	Complete.
11.b	Contact RVBC regarding inserting the council ward on planning applications and decisions.	Cllr. Jameson	Noted
11.c	Review comments made by Town Council on planning app. 3/2024/0316 and re-submit to RVBC.	Cllrs. Jameson, Rainford and Walker	Complete
13	Provide quotes for a Bleed Kit to a future Council meeting	Cllr. Jackson/Clerk	Complete
14	Invite the applicant for the councillor vacancy to an interview with Cllrs. Jackson, Walker and Jameson.	Clerk	Complete

6. Members are recommended:

To note the report, the ongoing actions and actions not yet completed.

Agenda Item 12

For Information/Discussion



Longridge
Town Council

Meeting:	Full Council
Meeting Date:	13 November 2024
Title:	Update on Specific Estate Matters
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To update members on the following projects:

- Wellbeing Community Garden.
- Townley Gardens (UKSPF).
- Pump Track (UKSPF).

2. Community Garden Project.

On 30 October 2024, Cllrs. Jameson, Walker, Smith and Rogerson met with the Contracts Manager from LCC's Asset Management Service, to discuss the 'drainage issue'.

After the meeting the Contracts Manager emailed the Clerk stating that he intended to investigate whether or not the inspection chamber in the gateway is free flowing, to allow any future proposed drainage scheme for the site to be installed appropriately, which would need to be funded by others. The email also noted that at this time LCC are not in a position to contribute to any infrastructure works on the site.

Any next step by the Town Council would be to sign the Heads of Terms lease.

3. Townley Gardens.

A Part 2 report is being submitted to RVBC's Policy and Finance Committee on Tuesday 12 October to seek Committee input into the way forward in respect of the Event Space.

Please note that Cllrs. Rogerson and Jameson are members of the Policy and Finance Committee and can update members on what was discussed.

4. Pump Track.

The Pump Track has been granted planning permissions and Velosolutions (registered office Polegate, East Sussex.) have been awarded the contract to build it.

RVBC are waiting for a Project Plan that will determine the timetable for the build, and barring unforeseen circumstances, RVBC fully expect that the track will be completed before March 2025.

5. Members are recommended:

To note the report.

Agenda Item 15

For Discussion/Decision

Meeting:	Full Council
Meeting Date:	13 November 2024
Title:	Grant Application Further Consideration
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to re-consider a grant request from Longridge Social Enterprise Company (LSEC) for a contribution of £15,000 towards improvements to the ceilings, flooring, lighting, and sound proofing etc. at the Longridge Civic Hall. See Appendix 1 to the Report.

2. Introduction.

Members are reminded that the Budget Committee at its meeting on 23 October 2024 discussed a grant application from LSEC. That meeting resolved to request additional information regarding certain aspects of the grant application. This additional information is provided in Appendix 2.

Members are reminded that each application should be considered on its individual merits, and if it is not possible for the Town Council to meet the request in full, an award of a lesser amount may be offered.

Members are also reminded that grants of up to £1,000 can be agreed by the Budget Committee and that grants for more than £1,000 must be agreed at a Full Council meeting.

3. Members are recommended:

- a. To re-consider the application.
- b. If the application is approved, authorise the Clerk to inform the applicant and make the necessary arrangements for payment.



Thank you for applying for a grant from Longridge Town Council. Your application will be considered by a small Committee of Councillors who will make recommendations to Full Council.

The Committee will carefully consider your application, so please provide all the information requested. Please also supply any additional information you think will help Councillors understand your need for financial support. If you wish to discuss your application please contact Mike Hill, the Town Clerk, using the telephone number or email address below.

Name of Organisation	Longridge Social Enterprise Company		
Address of Organisation. This should be the base if you have, or the venue where your activities are usually carried out.			
Longridge Civic Hall Calder Avenue Longridge OR3 3HT			
Charity Number (if applicable). If you are not a registered charity please enclose a copy of your constitution, and a copy of your most recent accounts.			
Constitution attached	Y/N	Copy of accounts attached	Y/N
Charity Number			
Contact Name. Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer.			
Kat Holmes - Bookings Manager			
Contact Address. Of the person completing this form including post code.			
2 Kestor Lane Longridge PR3 3JX			



Telephone:		Mobile:	07948092331
Email:	bookings@longridgecivichall.com		
Briefly describe the objectives of the organisation or group and how it benefits the residents of Longridge.			
<p>Longridge Social Enterprise Company (LSEC) is run by volunteer from the community for the community. We aim to provide a safe space for community events and activities. We are also the emergency information point/centre for Longridge.</p> <p>We host groups and classes ranging from baby classes, exercise classes, music groups and social events. These classes and groups help reduce social isolation for Longridge residents including new mums, older residents and other vulnerable people.</p> <p>We provide a base for several community projects including 'Laughter & Lunch' dementia group, 'Lunching Alone' and 'Film with Friends'.</p> <p>We are proud to be able to provide a warm space for the people of Longridge and surrounding communities to be able to socialise and access groups and activities that promote health and wellbeing, reduce isolation and generally serve our community.</p>			
Purpose for which any financial support is requested.			
<p>We would like to make the space more appealing for all our users and with winter approaching to create a warmer space for our more vulnerable community members. The measures we propose would also help to reduce our energy bills, meaning that the money saved can be better spent on maintaining and improving the building whilst continue to develop, grow and encourage existing and new community groups/users to use the facilities.</p> <p>We have recently spent just over £10000 on refurbishing and modernising the entrance lobby and would like to continue by installing new ceilings which would enables to also install new LED lighting and ceiling electric heating, this would save approximately £20/hr in energy running cost and create a warmer space for our users.</p>			



Amount Requested:

Please describe the level of financial support requested from the Council, and supply details of costs, including copies of invoices, quotations, price lists, or any additional information to show how you have arrived at the sum requested.

Amount Requested

£15000

Details:

Seating Area (adjacent to kitchen and bar) £10000

Suspended ceiling with new LED lighting and electric ceiling heaters - £4000

New flooring £2000

Soundproof/Thermal room divider curtains £4000

Meeting Room £5000

Suspended ceiling with new LED lighting and electric ceiling heaters £3000

New flooring £2000

Total £15000

Confirmation:

we agree that we will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place.

I confirm that the information given above is correct.

Name of Applicant (please print)

Kat Holmes


Signature of Applicant: *KR Holmes*


Date: 23.09.2024

Mike Hill

Clerk and Responsible Financial Officer to Longridge Town Council.

 clerk@longridge-tc.gov.uk

 01772 782 461

 07855 183 444

 www.longridge-tc.gov.uk



Appendix 2

Lentech (Northwest) Limited
2 Kestor Lane
Longridge
Lancashire
PR3 3JX
lentechltd@gmail.com
VAT Registration No.: 268693153



Estimate

ADDRESS

Longridge Social Enterprise
Company
1 Calder Avenue
Longridge
Preston
Lancashire
PR3 3HT

ESTIMATE NO. 1534

DATE 28/10/2024

ACTIVITY	QTY	VAT	RATE	AMOUNT
Service Supply and install new suspended ceiling in meeting room, complete with radiant in ceiling heaters and recessed LED lighting. Suspended Ceiling £1200 Lighting £400 Heaters £800 Labour £500	1	20.0% S	2,900.00	2,900.00
Service Supply and install new suspended ceiling in bare lounge, complete with radiant in ceiling heaters and recessed LED lighting. Suspended Ceiling £1600 Lighting £ 500 Heaters £900 Labour £800	1	20.0% S	3,800.00	3,800.00
Service Supply and install new carpet tiles in bar lounge area includes new edging strips and vinyl Carpet Tiles etc £2300 Labour £600	1	20.0% S	2,900.00	2,900.00
Service	1	20.0% S	3,500.00	3,500.00

ACTIVITY

QTY

VAT

RATE

AMOUNT

Supply and install thermal curtain, track
and boxing

Curtain, rails etc £2500

Timber etc to form boxing £500

Labour £500

Please Note these are round figures for ease and clarity.

SUBTOTAL

13,100.00

VAT TOTAL

2,620.00

TOTAL

£15,720.00

Accepted By

Accepted Date