Longridge Town Council

Annual Meeting of the Town Council

Date:	15 May 2025		
Place:	Longridge Civic Hall, Calder Avenue, Longridge		
Present:	Councillors: S. Rainford (part Chair), L. Jameson (Chair from Agenda Item 3), J. Rogerson, P. Smith, R. Walker, K. Spencer and N. Stubbs.		
In attendance:	Town Clerk. Members of the public, Mayors and Deputy Mayors of Clitheroe Town Council and RVBC, Borough Councillors and friends and family of the Mayor, Deputy Mayor and Deputy Mayor Elect.		
Meeting started:	19:00	**Meeting closed:**	19:28

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1 WELCOME BY THE CHAIR.

The Chair welcomed everyone to the meeting and requested the Town Clerk to introduce Agenda Item 2.

2 ELECTION OF CHAIR/MAYOR.

The Clerk reminded members that Longridge Town Council's custom is for the Deputy Mayor to succeed the outgoing Mayor and confirmed that the new Chair/Mayor for the 2025/26 civic year is Cllr. L. Jameson. Cllr. Jameson signed the Declarations of Acceptance of Office which was countersigned by the Town Clerk. The Council's Civic regalia for the Mayor and the Mayor's consort were exchanged.

Cllr. Jameson assumed the role as Chair for the rest of the meeting.

3 ELECTION OF VICE CHAIR/DEPUTY MAYOR

The Chair reminded members that in line with the Council's Policy, the nominations for the Vice-Chair/Deputy Mayor took place at a Special Council held on 19 March 2025 where members unanimously nominated Cllr. Walker as the Deputy Mayor and Vice Chair for the 2025/26 Civic Year.

Cllr. Walker signed the Declarations of Acceptance of Office which was countersigned by the Town Clerk and the Council's Civic regalia were exchanged.

4 APOLOGIES FOR ABSENCE.

Members accepted apologises from Cllrs. Eccles and Jackson. Cllr. Beacham was recorded as being absent.

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

There were no declarations

6 TO CONSIDER AND APPROVE MINUTES FROM THE ANNUAL TOWN COUNCIL MEETING HELD ON 8 MAY 2024 AND THE ORDINARY COUNCIL MEETING HELD ON 9 APRIL 2025.

Both sets of minutes were agreed as correct records and signed by the Chair.

7 PUBLIC PARTICIPATION.

There was no public participation.

8 ANNUAL REVIEW AND REPORTS.

8.1 Outgoing Chair's Annual Report.

Cllr. Rainford presented a summary of the Council's activities and achievements during 2024/2025 and thanked members of the Council, the Deputy Mayor, the Town Clerk and gardener for their work during her time as Mayor.

8.2 Committee Reports:

Cllr. Walker provided a review of the Budget and Staffing Committees and the Chair provided an update on activities of the Estates Committee.

9 END OF YEAR FINANCE REPORT.

The Clerk set out the financial performance of Longridge Town Council for the financial year ending 31 March 2025. The Report outlined the total income, total expenditure, and the resulting balance of the accounts. The Clerk reminded members that the figures comply with the Local Government Transparency Code and are subject to internal and external audit.

RESOLVED THAT COUNCIL:
Approve the report.

10 APPOINTMENT TO COMMITTEES, AND REPRESENTATIVES TO EXTERNAL BODIES AND WORKING GROUPS FOR 2025-26.

10.1 Committee Memberships:

The following appointments were made:

- Budget Committee: Cllrs. Walker, Rainford, Stubbs, Rogerson and Eccles.
- Estates Committee: Cllrs. Stubbs, Rogerson, Walker, Jackson and Smith.
- Staffing Committee: Cllrs. Spencer, Rainford, Jackson, and Walker.

10.2 Appointment of representatives to external bodies:

- Lancashire Association of Local Councils (LALC): Cllrs. Spencer and Smith.
- Parish Council Laison Meeting (PCLM): Cllr. Eccles.
- Longridge Civic Hall Management Committee.
  As membership to this committee was missed off the agenda it will be discussed at the next Full Council meeting, noting that Cllr. Rainford is happy to continue in the role.

10.3 Appointment to Standing Working Group.

- Longridge Life Savers. Cllr. Jackson, Eccles and Smith.
- Longridge Loop: Cllr. Stubbs, Rainford and Jackson.
- Community Garden: Cllrs. Smith, Rainford and Walker.

10.4 Other Activities.

- Flag Master: Cllr. Stubbs.
- Routine checks on defibrillator and bleed kit: Cllr. Jackson.
- Planning matters and review of applications: Cllr. Walker with Cllr. Rogerson as Deputy
- Neighbourhood Alert (In the Know): Cllr. Jackson

11 REVIEW AND ADOPTION OF CURRENT COUNCIL POLICIES:

RESOLVED THAT COUNCIL:
Re-adopt the following policies:
Standing Orders, Risk Register and Policy, Financial Regulations, Grants Policy, Policy for the appointment of Mayor and Deputy Mayor, Code of Conduct, Fire and Safety Policy, Lone Working Policy, CCTV Policy, Co-option Policy, Health and Safety Policy, social media Policy, Vexatious or Habitual Requests Policy, Reserves Policy.

12 PREVIEW OF THE YEAR AHEAD BY THE NEW CHAIR/MAYOR

The newly elected Mayor provided details of activities and events he had planned for the year ahead and stated that his charities would be Ribble Valley Dementia and Longridge Town Football Club and Juniors.

13 ITEMS RAISED BY COUNCILLORS.

No matters were notified to the Clerk.

14 FUTURE MEETINGS.

- Annual Town Meeting (Meeting of Electors) - 28 May.
- Ordinary Town Council Meeting – 11 June.

SIGNED BY CHAIR FOR THE MEETING: **DATE:**

A signed copy is on file.