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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.

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Proceedings of meeting held at Station Buildings, Longridge, 13th April 2022.

Present: Cllr. B. Dalgleish-Warburton

Cllr. R. Adamson

Cllr. S. Ashcroft

Cllr. R. Beacham

Cllr. H. Gee

Cllr. D. Little

Cllr. S. Rainford

Cllr. J. Rogerson

Cllr. Kieren Spencer

Anna Crouch (Acting Town Clerk)

Jessica Dibble (Town Clerk)

Robin Hyde

Angela Harrison

+1 Observer

**Min 0633 Mayor's Welcome**

Cllr Dalgleish-Warburton welcomed everyone to the meeting.

**Min 0634 Apologies Received**

Cllr. L. Jameson

Cllr. D. Jackson

Cllr. Nick Stubbs

**Min 0635 Declarations of Interests**

Cllr. S. Rainford - Agenda item 8

Cllr. S. Rainford - Agenda item 14a

Cllr. S. Rainford - Agenda item 14c

Cllr. J. Rogerson - Agenda item 14c

Cllr. K. Spencer - Agenda item 20

**Min 0636 Public Time**

The meeting closed at 19:03

**First public speaker:**

Representations were made from a member of 'Longridge Pump Track'. The public consultation was a success with over 800 responses. A Recreation and Culture grant was submitted but subsequently refused as the organisers were not a constituted group.

It has been confirmed that 'Longridge Community Trust' are now actively responsible for the finances of 'Longridge Pump Track to enable them to become a constituted group.

The representative for Longridge Pump Track also requested ideas and suggestions from Longridge Town Council to form part of the final plan.

Observer and first public speaker left at 19:11

**Second public speaker:**

Representations were made from a member of 'Holiday Activities and Food Programme 2022' (HAF). It was confirmed that a further 12 months of funding has been secured. The programme will work alongside Longridge Community Arts and OJ's Care to support children with Special Educational Needs.

During consideration of this item a confidential matter arose. Further discussion is referred to in 'Confidential Items - Part 2' of these minutes.

The meeting reopened at 19:22

Cllr. S. Rainford left the meeting at 19:24

**Min 0637 Approval of Minutes**

Minute 0626 confirmed as an action for the Town Clerk and Mayor Bryan Dalgleish - Warburton.

**It was then resolved** to sign the Minutes of the meeting of the 9th March 2022 as an accurate record.

**Min 0638 Consideration of Planning & Licence Applications**

**3/2022/0012, Cuckoo Hall Higher Road** Longridge PR3 2YX - : Demolition of existing agricultural building and residential dwelling and construction of 1 replacement dwelling

Longridge Town Council have requested that what is there now is properly recorded in accordance with the request made by The Historical Society. Subject to this request being considered, Longridge Town Council have no objections to make with regards to the above planning application.

**3/2022/0165 8 Springs Road,** Longridge PR3 3TE - Side extension and front and rear dormer extensions. Elevational changes from brick to render and extension to drive

Longridge Town Council have requested that works are completed during respectful and sociable hours. Providing this is taken in to consideration, Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/0162 at Longridge Cricket Club Chipping Road** Longridge PR3 2NB - Development of new ramp and external viewing area to allow disabled access to clubhouse and terrace

Longridge Town Council have requested that works are completed during respectful and sociable hours. Providing this is taken in to consideration, Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/00238 at 12 Bowland Close** Longridge PR3 3TU - Proposed rear dormer extension, single storey rear extension and 2 storey side extension. Resubmission of 3/2021/1272.

Longridge Town Council have requested that works are completed during respectful and sociable hours. Providing this is taken in to consideration, Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/0007 30 Langdale Road** Longridge PR3 3EQ - Proposed side 2 storey extension and rear single storey to create utility.

Longridge Town Council have requested that works are completed during respectful and sociable hours. Providing this is taken in to consideration, Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/0192 11 Risedale Drive**, Longridge PR3 3SA - Proposed demolition of existing garage and conservatory and erection of new side and rear extensions along with loft conversion to include dormer to rear elevation.

Longridge Town Council have requested that works are completed during respectful and sociable hours. Providing this is taken in to consideration, Longridge Town Council have no objections or comments to make with regards to the above planning application.

**3/2022/0324 Beech House, Alston Lane,** Longridge PR3 3BN - Proposed rear infill lean to bedroom extension.

Longridge Town Council have requested that works are completed during respectful and sociable hours. Providing this is taken in to consideration, Longridge Town Council have no objections or comments to make with regards to the above planning application.

Cllr. S. Rainford rejoined the meeting at 19:33

**Min 0639 Longridge Pump Track**

**Council noted** the update provided during public time.

**Min 0640 Petition to Save Longridge Community Gym**

**Council** discussed the petition and noted that the petition is incorrect. Longridge Community Gym is operational and will remain open.

**Council agreed** that the Mayor will issue a response to the petition for clarity.

**Min 0641 Support for Ukraine**

**Council agreed** that this item is to be added to the next Full Council meeting due to Cllr. D. Jackson's absence.

**Min 0642 Bus Shelter Next to Co-operative Store, Berry Lane**

**Council agreed** That the Town Clerk would respond to Ribble Valley Council asking for a response to the points raised for the new bus shelter.

Furthermore, it was **agreed** that the Town Clerk would request a time frame for proposed works to commence.

**Min 0643 Longridge High School Sports Centre**

**Council discussed and noted** Cllr. B. Dalgleish-Warburton verbal report. It was confirmed that the matter was discussed with Cllr. R. Swarbrick and subsequently resolved.

**Min 0644 Longridge Police**

**Council agreed** that they were grateful to Longridge Police for their detailed response.

Cllr. S. Rainford requested that we ensure we regularly review C.C.T.V and ensure all cameras are in operation.

**Council Discussed** the option of funding for additional cameras to be installed**.**

**Council Agreed** Town Clerk is to respond to Longridge Police to thank them for their detailed responses to questions raised by Council and ask for their advice on placement of additional cameras.

**Min 0645 Estates Committee**

a)Report from Committee

**Council discussed and noted** Cllr. H. Gee's draft of the Estates Management Register. Council discussed other possible items to be added to the register.

b) Towneley Gardens Picnic Benches

**Council discussed** the damage to the picnic tables in Towneley Gardens. It was agreed that the Town Clerk would request a quote for the painting the tables in a bid to stop vandalism.

**Min 0646 Budget Committee**

a) Report from the Budget Committee.

**Council reviewed and noted** the draft minutes from the Budget Committee Meeting on 5th April 2022 (minutes to be signed on 3rd May 2022 as an accurate record).

**Council Discussed** the grant award for Longridge Field Day Events Ltd. Cllr. H. Gee confirmed that full advice was sought from the Borough Solicitor regarding dividing the contractual responsibility.

b) **Council agreed** withthe Budget Committees recommendation to renew the cleaning contract and agreed to the 6% cost increase. The motion was proposed by Cllr. H. Gee and seconded by Cllr. J. Rogerson.

**Council further agreed** the additional cost of £34 per month for the cleaning of the office. The motion was proposed by Cllr. H. Gee and seconded by Cllr. S. Ashcroft.

c) **Council noted** the Budget Committees payment to the Longridge Band - Patron Fee.

d) **Council noted** the verbal update from Cllr. R. Adamson.

Cllr. R. Adamson displayed the proposed water bottle and explained to the Council that the Queens Jubilee Crest would be on one side, with Longridge Town Council's logo on the other.

**Council agreed** with the recommendation of the water bottles and their design. The motion was proposed by Cllr. J. Rogerson and seconded by Cllr. S. Rainford.

e) **Council noted** the Budget Committees recommendation to appoint Holden Accounts for the internal auditor.

**Min 0647 Consideration of In Year Requests for Expenditure**

**Council discussed and noted** Cllr. S. Ashcroft's report for considering in year financial requests.

Cllr. H. Gee advised that the new accounting system should allow flexibility.

The motion was proposed by Cllr. S. Ashcroft and seconded by Cllr. H. Gee.

**Min 0648 Parish and Town Councils' 'Highways Special' Conference**

**Council noted** the updates provided by Councillors who were able to attend the 'Highways Special' Conference. Cllr. J. Rogerson confirmed that he had put forward written questions relating to the ongoing drainage problems. No response received to date.

Cllr. R. Beacham advised that she had also put forward questions relating to accessibility.

Cllr. K. Spencer left the meeting at 20:04

**Min 0649 Service Centre Action Plan**

**Council discussed** theverbal update from Cllr. S. Ashcroft following his meeting with Ribble Valley Borough Council on 30th March 2022.

**Council agreed that** this matter should be discussed at the next Full Council meeting to hear Cllr. D. Jackson's report.

**Council noted** the reportsubmitted by Ark Consultancy.

Cllr. K. Spencer rejoined the meeting at 20:07

**Min 0650 Meeting of the Electorate**

**Council discussed and agreed** thatwe would schedule the Meeting of the Electorate, for Wednesday 6th July 2022 subject to venue availability.

Cllr. K. Spencer left the meeting at 20:13

**Min 0651 Succession of Mayor and Deputy Mayor 2022/23**

**Council discussed** the succession of Mayor and Deputy Mayor for 2022/23.

**Cllr. J. Rogerson** expressed his interest for the appointment of Deputy Mayor which was then proposed by Cllr. R. Adamson and seconded by Cllr. R. Beacham.

**Cllr. J. Rogerson** was appointed as Deputy Major 2022/23. The vote carried the majority with one abstention.

Cllr. K. Spencer rejoined the meeting at 20:18

**Min 0652 Mayoral Budget**

**Council noted** the decision of the Mayor to split the annual Mayoral budget. At his request, there will be a donation made to Longridge Community Arts in the sum of £500.00 and the other £500.00 will be passed on to Cllr. N. Stubbs for when he undertakes his duty as Mayor 2022/23.

**Min 0653 Finance**

**The following were approved for payment:**

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|  | **Council Approved** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | TCPS | £47.57 | landline/broadband bill Town Council office - 13.03.22-12.04.22 |
| b. | Resolve to Pay | Rosemary Glen | £1,025.81 | Cleaning of Station Buildings / Public Toilets March 2022 |
| c. | Resolve to Pay | Terry Lewis | £100.00 | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. February 2022 |
| d. | Resolve to Pay | NALC / LALC | £900.80 | For annual membership 01.04.2022 - 31.03.2023 |
| e. | Resolve to Pay | Ribble Valley Borough Council | £41.93 | Empty 2 hygiene units weekly at Berry Lane Toilets 01.4.2022 - 31.03.2023 |
| f. | Resolve to Pay | Ribble Valley Borough Council | £437.65 | Removal of Commercial Waste from wheeled bin 28.03.2022 - 31.03.2023 |

**Council Noted following retrospective payments:**

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|  | **Council Approved** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | Water Plus Ltd | £764.11 | Water and wastewater bill 21.11.21 - 08.03.22 |
| b. | Resolve to Pay | RK Cottam & Son | £96.00 | Unblocking of public toilets, Berry Lane, March 2022. |

**Council noted the following direct debits** (for information only)**:**

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|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £869.18 | March 2022 |
| b. | Electric Bill | £610.51 | 02.02.2022 - 10.03.2022 |
| c. | Gas Bill | £240 | 22.02.2022 - 21.03.2022 |
| d. | Hygiene Bins | £61.34 | February 2022 |

**Min 0654 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 11th May 2022.

**By virtue of the confidential nature of the business to be transacted it was resolved that the public be excluded from the meeting at 20:38**

**Min 0655 Confidential Items - Part 2**

**Council discussed and noted** the verbal update in relation to Longridge Community Gym.