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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, 8th February 2023.

Present: Cllr. N Stubbs

Cllr. D Little

Cllr. L Jameson

Cllr. S Ashcroft

Cllr. J Rogerson *(arrived 19:25)*

Cllr. R Adamson

Cllr. R Walker

Cllr. E Baines

Cllr. H Gee

Cllr. S Rainford

Cllr. K Spencer

Miss J Dibble (Town Clerk)

+1 Observer

+ 2 Speakers

**Min 0832 Mayor's Welcome**

Meeting opened at 19:00

Cllr. N Stubbs welcomed all members of council and members of the public to the meeting.

**Min 0833 Apologies Received**

Cllr. R Beacham

**Min 0834 Declarations of Interests**

Cllr. E Baines Item 12

Cllr. J Rogerson Item 17c

**Min 0835 Public Time**

*Meeting closed 19:01*

*First speaker 19:02*

A member of the public attended to raise concerns regarding a conversation he had with a representative of Ribble Valley Borough Council.

The MOP explained that he had contacted the Chief Executive Officer of Ribble Valley but spoke with his Personal Assistant regarding the lack of works done to Longridge and in particular Berry Lane.

He then explained that the roads had not been resurfaced for over 25 years and the high street looks unkept and untidy. The question was then asked ‘why Whalley and Clitheroe always look tidy and clean?’

It was noted by Council that a follow up email had been sent from the PA to confirm that he would need to follow this up with Longridge Town Council and that this was the responsibility of local Councillors to decide where the local budgets must be spent.

Council explained that there was no money from Longridge Town Council for road resurfacing as this would be for the Highways department at Lancashire County council to action. The Chairman of the Budget Committee then explained that each budget line was accounted for and that this information is open and accessible for the public to view on our website.

The MOP then queried the level of litter and in particular on Foleys Path. The Town Council explained that they pay for RVBC to litter pick in the area but were unsure if Foleys Path was included in the schedule.

The Clerk was then asked to review the litter pick schedule and update the MOP of the same.

The Town Council were then asked if the Police Crime Commissioner would be available to visit Longridge to discuss the new policing model which he advised the local businesses would be up and running by January 2023.

The Clerk confirmed she had spoken with Andrew Snowden who had mentioned that there were some delays but she would email him and ask if he would attend the Town and update both residents and business owners.

*Second speaker 19:17*

A representative of the Longridge Artisan Market attended to discuss the future of the Artisan Market (item 12). The Council were thanked for the grant which was approved by the budget committee to help support the market and aid advertising.

When the Town Council were first approached regarding the Artisan Market, it was agreed that the transition to the Council building would be a temporary measure to improve the footfall back to the Civic Hall.

However, the representative confirmed that the stall holders really enjoyed being in the centre of the Town and found that they were getting much more footfall due to centralised location.

A proposal was made by the Longridge Artisan Market to remain at the Station Buildings while discussions were ongoing with Ribble Valley regarding the area, they wished to use on Towneley Gardens.

*Public time closed 19:21*

*Meeting opened 19:21*

The Chairman proposed to bring item 12 forward for discussion on the agenda and this was seconded by Cllr. E Baines.

**Min 0836 Longridge Artisan Market**

*Cllr. J Rogerson attended the meeting at 19:25*

Cllr. E Baines confirmed that she had spoken with Rupert and Claire regarding the markets. Both directors agreed that they wanted to support the markets and understood their decision to move temporarily. During this conversation it mutually agreed that going forward, the Artisan Market would look work collaboratively with the Civic Hall in the future. Cllr. E Baines confirmed that her intention was for Longridge to return to being the ‘Market Town’ it once was.

Councillors queried that some stalls were using electricity. It was unanimously agreed that if any stalls wished to use electricity, they would need to cover the cost of this. Caution was then given to the equipment being used and Council advised that this would need to PAT tested with evidence of this being shown to Cllr E Baines.

It was then proposed that the Artisan Market remained at the Station Building for the foreseeable but this was subject to a six-month review and a three-month report.

It was then agreed that at the next six-month review, Council would either extend their time at the Station Building, support the Market in returning to the Civic Hall or support the Market in their transition to their proposed new site on Towneley Gardens.

Proposer: Cllr. R Walker

Seconder: Cllr. L Jameson

**Min 0837 Approval of Minutes**

**It was resolved** to sign the minutes of the meeting held on the 11th January 2023 as an accurate record.

Proposer: Cllr. S Rainford

Seconder: Cllr. D Little

**Min 0838 Consideration of Planning & Licence Applications**

Cllr. L Jameson opened discussions regarding the planning applications on the agenda.

Concern was raised in relation to application 3/2022/1124. It was noted that work had already started without the application being approved. The Clerk was asked to speak with the planning officer at Ribble Valley Borough Council.

There were no objections raised in relation to application 3/2022/1183 and 3/2023/0022. Town Clerk will contact the relevant planning officers to confirm the same.

Council noted that application 3/2023/0055 was now deemed invalid and would comment on the revised application once received.

Council agreed that application 3/2023/0092 related to 3/2023/0055 and would make comment once the revised application is received.

**Min 0839 Handover of Responsible Financial Officer**

Council agreed with the handover of Financial Officer from Cllr. R Adamson to the Clerk, Miss Jessica Dibble.

Proposer: Cllr. S Rainford

Seconder: Cllr. H Gee

**Min 0840 Benches**

Council discussed the bench recommended by RVBC and the one Cllr. Adamson had suggested in her report at the December meeting.

**Council agreed** thatthe bench recommended by Ribble Valley should be installed on Foleys Path and the one recommended by Cllr Adamson should be installed in John Smiths Playing Field.

Clerk is to write to RVBC to discuss next steps.

Proposer: Cllr. J Rogerson

Seconder: Cllr. R Walker

**Min 0841 Key Holders**

**Council discussed** that an ‘on-call’ member of Council to open and secure the building for a month would not be viable.

**Council agreed** for the matter to be raised at the Estates Committee meeting for discussion.

**Council further agreed** that a joint meeting between the Estates Committee and Staffing Committee would be beneficial.

*The two speakers and one observer left the meeting.*

**Min 0842 Debrief of the Extraordinary meeting date 02.02.2023**

The Clerk briefed members of Council who were not present at the meeting held on Thursday 2nd February 2023.

Council noted the update.

**Min 0843 Allotments**

Council were updated on the recent interest for additional allotment space.

Cllr. S Ashcroft confirmed he would discuss additional land identified with the Clerk and help to try and establish revised contact information for United Utilities.

**Min 0844 Longridge In Bloom**

Cllr. S Rainford provided Council with a verbal update.

Cllr. Rainford confirmed that the barrels which are used as planters now needed replacing.

Cllr. Rainford was able to find alternative planters which have a 25-year warranty at the cost of approx. £360.00 plus VAT per planter. In order for Council to replace all barrels the cost to do so would be approx. £6000.00.

Cllr. Rainford advised she would speak to Longridge Environment Group to see if they would like to get involved with the initiative.

**Min 0845 Community Space**

Cllr. K Spencer provided Council with a verbal update in relation to the need for a community space in Longridge.

Council were informed that the ‘Over 60’s Club’ had been leased to a private business. It was confirmed that LCA are still in need of a building and they will continue to try and find a premises that would be suitable.

Cllr Spencer confirmed he had been working hard to help get a ‘Men’s Shed’ off the ground. The idea had been well received in Longridge and he confirmed he made an appearance on Radio Lancashire. Council then noted that his next steps would be to set up a working group so they could meet regularly and provide updates regarding the progress.

Further to the above, Cllr Spencer advised he was also in discussions with County Councillor, Rupert Swarbrick. it was noted that the two groups; LCA and the Men’s Shed could look at intergenerational work.

Cllr. D Little asked if Longridge Town Council should be more explicit with their support for the need for a community space. Following this, the Town Council agreed that they would robustly support LCA in their bid for a community space.

*Cllr. L Jameson left the meeting at 20:36*

*Cllr. L Jameson returned to the meeting at 20:38*

**Min 0846 Estates Committee**

1. **Council to note** the draft Estates Committee minutes dated 31st January 2023.

**Council noted** the draft minutes.

1. **Council to note** the recommendation in relation to the public toilets.

**Council noted** the update. It was agreed that the toilets would remain closed until we receive further update from Ribble Valley Borough Council regarding their decision-making process.

1. **Council to ratify** the Fire Policy V1-23

**Council agreed** the Fire Policy V1-23

Proposer: Cllr. J Rogerson

Seconder: Cllr. D Little

1. **Council to note** the update in relation to the window bars at The Old Station Café.

**Council noted** the update.

1. **Council to note** the Estates meeting will now take place on the third Tuesday of each month at 09:30 am.

Council did not raise issue with the proposed change.

**Min 0847 Budget Committee**

1. **Council to note** the draft Budget Committee meeting dated 8th February 2023 has been postponed.

**Council to further note** that the revised date for the Budget Committee meeting is 28th February 2023 at 1pm.

**Council noted** the update.

1. **Council to note** the financial position to date.

**Council reviewed and noted** the financial position to date.

**Min 0848 Finance**

**The following were approved for payment:**

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|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £429.14 | | Cleaning for month of Jan Station Buildings |
| b. | 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. DEC 2022 |
| c. Resolve to Pay | | TPCS | | £44.10 | | Internet and Line 13.01.2023- 12.02.2023 | |
| d. Resolve to Pay | | Wendy’s | | £300.00 | | Warm Space leaflet distribution | |

**Council to note the following payments made retrospectively** (for information only)**:**

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| **Payment Recipient** | **Amount** | **Description** |
| GJ HARRISON | £140.00 | Plumber - Station Buildings (Paid 26.01.23) |

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

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| --- | --- | --- | --- |
|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,360.04 | Jan 23 |
| b. | Electric Bill | £739.27 | 23.12.2022 – 10.01.2023 |
| c. | Gas Bill | £368.84 | 22.11.2022 – 24.01.2023 |
| d. | Water | £202.86 | 22.12.2022 – 21.01.2023 |
| e. | Hygiene Bins | £61.34 | Dec-22 |

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| f. | Easy Websites | £80.40 | Jan - 2023 |

All payments were authorised.

Proposer: Cllr. S Rainford

Seconder: Cllr. L Jameson

**Min 0849 Matters for Information**

Cllr. H Gee advised he had concerns regarding the Council Whatsapp group. He asked that all matters of business be transacted through email so that there was a clear and recognisable trail.

Cllr Gee explained that Whatsapp was great for instant information and adhoc decisions.

All members of Council supported this statement.

**Min 0850 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 8th March 2023 at 7pm.