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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 March 2023.

Present: Cllr. N Stubbs

Cllr. D Little

Cllr. L Jameson

Cllr. S Ashcroft

Cllr. J Rogerson

Cllr. R Beacham

Cllr. R Walker

Cllr. E Baines

Cllr. H Gee

Cllr. S Rainford

Cllr. K Spencer

Miss J Dibble (Town Clerk)

+1 Observer

+2 Speakers

+1 Statement

**Min 0851 Mayor's Welcome**

*Meeting opened at 19:04*

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

**Min 0852 Apologies Received**

Cllr. R Adamson

**Min 0853 Declarations of Interests**

Cllr. S Rainford Item 15d

Cllr. J Rogerson Item 15d

**Min 0854 Public Time**

*Meeting closed 19:05*

*First speaker 19:05*

Sgt. Day attended to provide an update on the policing model in Longridge.

He advised as of June 2023 there will be five response teams in Ribble Valley working 24 hours a day.

He confirmed that this would be a big improvement as this means there will be more officers dedicated to the Ribble Valley.

Councillors were then updated of the crime statistics from January 2023 until present. These were deemed as low figures in comparison to neighbouring Towns.

*First speaker left the meeting 19:23*

*Second speaker 19:23*

A representative of Sisu (private organisation) attended to discuss a recent planning application for a change of use at 14 Inglewhite Road - 1A Crumpax Avenue in Longridge.

Councillors were informed that the property (subject to approval) would be converted to support two to three families at any one time for a total of three months.

These families would be referred by social services as an attempt to intensively support them, perform various assessments and structure a care plan around their needs.

It was advised that on occasion communities do worry about potential crime and antisocial behaviour. It was explained that the families who enrol on this plan want to succeed. Each family are interviewed before they are signed up to ensure they are committed and understand the implications if the assessment fails.

*Second speaker and observer left the meeting 19:34*

A statement was then distributed to Council to note the contents in absence of the member of public attending to speak.

*Meeting opened 19:38*

**Min 0855 Approval of Minutes**

Cllr. J Rogerson requested that the time he attended the meeting be displayed on the front page under the attendance list.

**It was then resolved** to sign the minutes of the meeting held on the 8th February 2023 as an accurate record.

Proposer: Cllr. D Little

Seconder: Cllr. R Walker

**Min 0856 Succession of Mayor and Deputy Mayor 2023/2024**

Cllr. N Stubbs confirmed that Cllr. J Rogerson will be the mayor of Longridge Town Council 2023 / 2024.

Proposer: Cllr. R Walker

Seconder: Cllr. S Ashcroft

The Clerk then requested for expressions of interest for the role of deputy mayor 2023/2024 to be emailed to her for 2023 / 2024.

Clerk confirmed that one expression of interest had been received to date.

Cllr. L Jameson asked Council if the interest had been made by Cllr. S Rainford. Cllr. Rainford confirmed she had emailed the Clerk to register her interest.

Cllr. Jameson then made a request to propose Cllr. S Rainford as Deputy Mayor 2023 / 2024.

Proposer: Cllr. L Jameson

Seconder: Cllr. D Little

**Min 0857 Mayoral Budget**

Cllr. N Stubbs informed Council that he wished to distribute the mayoral budget to Longridge Field Day, Longridge Band and Heartbeat.

**Min 0858 Consideration of Planning & Licence Applications**

**Land west of Preston Road, Longridge, PR3 3BE -** 3/2022/1170 Non material amendment to planning application 3/2021/0470 involving change of brick material on plots 48-51, 57-59, 61 and 71-80.

***No objections raised by Council.***

**Land at Beech House Alston Lane Longridge PR3 3BN** **-** 3/202/0143 Demolition of existing stable building and construction of agricultural building for purpose of hobby farm.

***No objections raised by Council.***

**Min 0859 Elections and Communications**

**Council discussed** the draft statement for publication regarding the local elections in May 2023. Council agreed the draft statement.

**Council discussed** the proposal to draft a newsletter to be sent to residents before elections.

Cllr. L Jameson advised that he felt it would be wrong to do this on the lead up to elections.

Council advised that the Clerk should check with Ribble Valley Borough Council if a newsletter would be acceptable and to ensure there was no duplication.

Council agreed if RVBC confirm that a newsletter would be acceptable and subject to their approval we could proceed to draft one.

**Min 0860 SCAP**

Cllr. N Stubbs to distribute the notes from the SCAP meeting to Council for review ahead of the next meeting.

**Council proposed** the next SCAP meeting should be held with Hassan Ditta on either 29th March 2023 at 5pm or 5th April 2023 at 6pm.

Clerk is to write to Hassan to ask his availability.

**Min 0861 Electrical Charging Points**

**Council discussed** the report for electrical charging points.

Cllr. H Gee raised concern that the land identified was owned by Ribble Valley.

Cllr. S Ashcroft suggested that the charging points should feature in the SCAP plan.

Clerk is to write to RVBC and ask why we have no charging points in the Town. We should also advise that Longridge Social Enterprise Company are on board with the Initiative and that one of the identified areas is the Civic Hall.

To gain additional information as part of the report it was suggested to approach the super markets for their thoughts on charging points being installed on the car parks.

Cllr. J Rogerson proposed that the Clerk should write to RVBC, LCC and the Supermarkets to get some traction.

Proposer: Cllr. J Rogerson

Seconder: Cllr. H Gee

All Councillors were unanimously in favour of this motion.

**Min 0862 Youth Council**

Clerk explained that the Youth Group would benefit from members of council attending their sessions once a month.

Council agreed that at each full Council meeting a member of council would nominate themselves to attend and provide a debrief at the following meeting.

Clerk is to include ‘Youth Council’ on the agenda as a rolling item.

**Min 0863 Staffing Committee**

1. **Council to note** the draft Staffing Committee draft minutes dated 27th February 2023.

Cllr. R Walker gave a summary of the minutes dated 27th February to Councillors.

1. **Council to note** the nominated Staffing Committee Chairman.

**Council noted** the update.

1. **Council to note** the nominated Staffing Committee Vice Chairman.

**Council noted** the update.

1. **Council to note** the Estates Committee and Staffing Committee will meet on 16th March 2023 at 7pm.

**Council noted** the update.

1. **Council to note** that the clerk will seek quotes for a mobile phone.

**Council noted** the update.

**f) Council to note** that the Clerk will work from home on the second Wednesday of the month.

**Council raised no objection** to this.

**Min 0864 Estates Committee**

1. **Council to note** the draft Estates Committee minutes dated 21st February 2023.

**Council noted** the draft minutes.

1. **Council to agree** the draft statement for publication regarding the public toilets

**Council reviewed and agreed** the draft statement for publication in relation to the public toilets.

1. **Council to note** the agreed quote for window cleaning services.

**Council noted the update**

1. **Council to note** the update following the emergency lighting report.

**Council agreed** that the Clerk should seek additional quotes in relation to the emergency lighting.

**Min 0865 Budget Committee**

1. **Council to note** the draft Budget Estate draft minutes dated 28th February 2023.

**Council noted** the draft minutes.

1. **Council to ratify** the revised Financial Regulations Document.

Proposer: Cllr. J Rogerson

Seconder: Cllr. H Gee

1. **Council to note** the grant awarded to U3A In the sum of £330.49

**Council noted** the update

1. Longridge Band - Patron Fee - Agreement to renew the annual fee of £500.00

Proposer: Cllr. L Jameson

Seconder: Cllr. S Ashcroft

1. Financial Accounting Statement - **Council to note** the financial position to date.

Council noted the financial position using the cost centre report distributed by the Clerk.

**Min 0866 Finance**

**The following were approved for payment:**

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|  | **Council to Approve** | | **Company** | | **Amount** | | **Description** |
| a. | Resolve to Pay | | Rosemary Glen | | £491.82 | | Cleaning for month of Feb Station Buildings |
| b. | Resolve to Pay | | Terry Lewis | | £154.15 | | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. Jan 2023- Including plants and hypochlorite |
| c. Resolve to Pay | | TPCS | | £44.10 | | Internet and Line 13.02.2023- 12.03.2023 | |
| d. Resolve to Pay | | Longridge Locksmith | | £1059.99 | | Gutter outlets and downpipes | |

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| e. Resolve to Pay | CSJ Windows | £30.00 | Window Cleaning – month of March |
| f. Resolve to Pay | Lentech | £144.00 | Emergency light testing |
| g. Resolve to Pay | Lentech | £263.09 | External socket repairs |
| h. Resolve to Pay | RVBC | £4956.54 | Litter pick duties for 2022/2023 |
| i. Resolve to Pay | Longridge Band | £500.00 | Patrons Fee |
| j. Resolve to Pay | Amazon | £34.75 | Signing in book, pen and Fire Safety book |
| k. Resolve to Pay | U3A | £330.49 | Approved grant |

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

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|  | **Payment Recipient** | **Amount** | | **Description** |
| a. Resolve to Pay | RVBC | | £61.35 | Green bin, Delivery & Change of contract |

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| b. Resolve to Pay | Maxi fire and Security | £156.00 | Update to CCTV for remote view |

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

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|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,360.24 | Jan - 2023 |
| b. | Electric Bill | £1429.70 | 11.01.2023 – 10.02.2023 |
| c. | Gas Bill | £241.73 | 24.01.2022 – 23.02.2023 |
| d. | Water | £202.86 | 22.01.2022 – 21.02.2023 |
| e. | Hygiene Bins | £61.34 | Jan -2023 |

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| f. | Easy Websites | £80.40 | Feb - 2023 |
| G. | ICO | £35.00 | DPA |

All payments were authorised.

Proposer: Cllr. S Rainford

Seconder: Cllr. L Jameson

**Min 0867 Matters for Information**

No matters raised.

**Min 0868 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 12th April 2023 at 7pm.