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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 July 2022.

Present:

Cllr. N Stubbs

Cllr. R Adamson

Cllr. R Beacham

Cllr. H Gee

Cllr. L Jameson

Cllr. S Rainford

Cllr. J Rogerson

Cllr. K Spencer

Cllr. D Little

Miss J Dibble (Town Clerk)

Speakers:

Representative of The Market Traders

**Min 0681 Mayor's Welcome**

Cllr. N Stubbs welcomed everyone to the meeting.

**Min 0682 Apologies Received**

Cllr. S Ashcroft

Cllr. B Dalgleish-Warburton

**Min 0683 Declarations of Interests**

Cllr. J. Rogerson - Agenda item 17a

Cllr. J. Rogerson - Agenda item 17f

**Min 0684 Public Time**

The meeting closed at 19:04

**Public Speaker:**

Representations were made from a member of the Longridge Environment Group who is also a convenor of ‘The Zero Waste Team’.

The proposed project is for a water refill station to be installed on Berry Lane.

The refill station will be accessible and visible for all to use, with the hopes of reducing single use plastic and waste. This therefore supports the ongoing aim, which is to put Longridge on the map as a green zone area.

The Council were informed of two quotes; one as a rental and the other as an outright purchase.

It was then advised that the rental option will most likely be preferred and that the proposed rental period will be five years. After the five year period it is proposed that Longridge Council will take over the servicing and maintenance costs of the refill station. The anticipated costs were presented clearly to the Council.

Cllr. J Rogerson entered the meeting at 19:07

Public time closed 19:09

The meeting reopened 19:09

**Min 0685 Longridge Environment Group Proposal**

A motion was proposed and seconded to bring forward agenda item 8.

Proposer: Cllr. J Rogerson

Seconded: Cllr. R Adamson

Cllr. J Rogerson then made a request to add this proposal to the agenda for the ‘Annual Meeting of The Electorate’.

Cllr. D Little questioned the vandal proof and robustness of the water refill station, although he supports the idea.

Cllr. J Rogerson confirmed in principle Longridge Town Council support the proposal but would like to see supporting statistics.

Proposer: Cllr. J Rogerson

Seconded: Cllr. H Gee

All Councillors voted in favour to support the refill station in principle, pending supporting statistics.

Public Speaker left the meeting.

**Min 0686 Approval of Minutes**

**It was resolved** to sign the Minutes of the meeting of the 11th May 2022 as an accurate record.

Proposer: Cllr. J Rogerson

Seconded: Cllr. R Adamson

**Min 0687 Consideration of Planning & Licence Applications**

**3/2022/0437** **The Vicarage Church Street Longridge PR3 3WA** - : 5 x 4m high Lawsonia Conifers to be removed due to yellow spot marks.

Longridge Town Council raised concerns with removing the trees that are in situ and would therefore like to seek clarity that all other avenues to preserve the trees have been exhausted.

Longridge Town Council would also like confirmation that in the event the trees are removed, new trees are to be planted.

**3/2022/0466 15 Little Lane Longridge PR3 3NS**: Proposed demolition of existing conservatory and replacement with single storey extension to rear with balcony over.

Longridge Town Council raised concern with the possibility of the balcony overlooking the neighbouring gardens. If this does not raise any complaints then Longridge Town Council have no objections.

**3/2022/0377 1 Brewery Street and 7 Berry Lane Longridge**: Proposed change of use from dwelling house to dental surgery to allow extension of and internal connection to existing surgery at 7 Berry Lane. Internal changes include creation of two additional surgeries and additional staff space. No external alterations.

Longridge Town Council have no objections or concerns with this application.

**3/2022/0143 Longridge C of E Primary School** Berry Lane Longridge: Proposed extension to existing preschool unit.

Longridge Town Council have no objections or concerns with this application.

**Min 0688 Councillor Vacancy - Alston Ward**

**Council discussed** the vacancy and instructed the Town Clerk to speak with Ribble Valley Borough Council.

**Min 0689 Committee Membership**

**Council agreed** the committee membership in principle.

**Council noted** that the committee proposals are yet to be received from Cllr. B Dalgleish-Warburton. Once the Clerk is aware of Cllr. B Dalgleish-Warburton’s preference, the committee memberships will be agreed in full.

**Council further noted** the dates for the Budget and Estate meetings and were reminded that the Chair and Vice Chair of the committees will be elected at the next committee meeting.

Following nominations of Chair and Vice Chair, the dates and times for these meetings will be agreed.

Cllr. S Rainford entered the meeting at 19:59

**Min 0690 The Annual Governance Statement and Approval of AGAR Form**

**Council noted** the verbal update from Cllr. R Adamson. As the Financial Officer, it was confirmed that the accounting information had been audited by Holden Accountants.

Cllr. R Adamson then confirmed that we are now able to submit the Annual Governance and Accountability Return which has been signed by both the Mayor and Town Clerk (citing minute number 0690).

Cllr. R Adamson went through the variances and confirmed that the Town Clerk will take over responsibility of financial matters in July 2022.

Cllr. H Gee reiterated his thanks to Cllr. R Adamson and Cllr D. Little for their assistance with the financial accounts and software package. The Council also entered discussions regarding improving and streamlining the process.

Assurances were given that with the new system in place, the financial account information will be more efficient and robust.

Cllr. H Gee was satisfied and confirmed that we would all benefit from greater clarity and openness.

Proposer: Cllr. J Rogerson

Seconded: Cllr. D Little

**Min 0691 Annual Meeting of Electors**

**Council discussed** the agenda for the ‘Annual Meeting of Electors’ and confirmed all matters listed on the agenda were in the public interest.

**Min 0692 Rural Market Town Membership**

**Council** **agreed** that the annual subscription should be renewed.

**Min 0693 Goosnargh and Longridge Agricultural Show**

**Council discussed** the **‘**staffing’ of the stall for the day.

The Town Clerk is to e-mail all members of Council to confirm their availability on Saturday 9th July 2022.

**Min 0694 Estates Committee**

a)Reportfrom the Estates Committee

**Council discussed and noted** the update.

b) Picnic Benches Towneley Gardens

**Council noted and agreed** the Estates Committee's recommendation.

c) Memorial Bin

**Council agreed** regular upkeep and maintenance of the bin and therefore, the quote from Ribble Valley Borough Council was deemed reasonable.

Proposer: Cllr. J Rogerson

Seconded: Cllr. H Gee

d) Insurance Renewal

**Council noted** **and agreed** the Insurance renewal.

**Min 0695 Budget Committee**

a)Reportfrom the Budget Committee

**Council discussed and noted** the update.

b) Longridge Environment Group

**Council noted and agreed** the Budget Committee's recommendation.

c) Longridge Heritage Centre Trust

**Council noted and agreed** the Budget Committee's recommendation.

**Min 0696 Finance**

**The following were approved for payment:**

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| --- | --- | --- | --- | --- |
|  | **Council Approved** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | Rosemary Glen | £1,070.69 | Cleaning for month of May Station Buildings & Public toilets. |
| b. | Resolve to Pay | Terry Lewis | £272.00 | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. April 2022 plus weed killer. |
| c. | Resolve to Pay | TPCS | £48.38 | Telephone lines 13.05.22 - 12.06.22 |
| d. | Resolve to Pay | A&D Drains | £240.00 | Unblocking of the drains at the Towneley Gardens |
| e. | Resolve to Pay | Rural Market Town Group | £135.60 | Subscription 01.04.2022 – 31.03.2023 |
| f. | Resolve to Pay | Holden & Company | £504.00 | Preperation of AGAR 2021/2022 |
| g. | Resolve to Pay | GLAS | £2000.00 | Grant funds |

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| h. | Resolve to Pay | Longridge Town FC | £1000.00 | Grant funds |

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| i. | Resolve to Pay | Longridge Heritage Centre | £200.00 | Grant funds |

**Council Noted following retrospective payments:**

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|  | **Council Approved** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | Longridge Community Orchard | £15.00 | Grant funds |
| b. | Resolve to Pay | Water Plus | £423.91 | 21.02.2022 – 21.05.2022 |

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

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|  | **Direct Debit Recipient** | **Amount** | **Description** |
| a. | Salary | £1,186.40 | May 2022 |
| c. | Electric Bill | £812.11 | 12.04.2022- 17.05.2022 |
| d. | Gas Bill | £105.84 | 21.04.2022- 17.05.2022 |
| e. | Hygiene Bins | £61.34 | April-22 |

**Min 0697 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 13th July 2022 at 7pm.

**By virtue of the confidential nature of the business to be transacted it was resolved that the public be excluded from the meeting at 20:36**

**Min 0680 Confidential Items - Part 2**

**Council discussed and noted** the verbal update in relation to 'Confidential Items - Part 2' of these minutes.