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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. L Jameson

Cllr. K Spencer

Cllr. B Dalgleish - Warburton

Miss J Dibble (Town Clerk)

+1 Speaker

+1 Observer

Speaker:

Representative of the Market Traders.

**Min 0699 Mayor's Welcome**

Cllr. N Stubbs welcomed everyone to the meeting.

**Min 0700 Apologies Received**

Cllr. S Ashcroft

Cllr. D Little

Cllr. H Gee

Cllr. J Rogerson

Cllr. S Rainford

**Min 0701 Declarations of Interests**

Cllr. K Spencer Item 16C

Cllr. B Dalgleish – Warburton Item 16C

**Min 0702 Public Time**

The meeting closed at 19:02

**Public Speaker:**

Representations were made by a member of the Market Traders.

It was explained that the markets are failing due to the lack of footfall. The traders confirmed that turnover was down and most stalls were unable to break even.

A proposal was made to host the market on the car park (Berry Lane), which is land owned by Ribble Valley.

By hosting the Market on the High Street this could increase the footfall to the Civic Hall.

A request was then made for Longridge Town Council to write to Ribble Valley Borough Council in support of the idea.

Public time closed 19:15

The meeting reopened 19:16

**Min 0703 Longridge Market – Request from Traders**

A motion was proposed and seconded to bring forward agenda item 7.

Proposer: Cllr. N Stubbs

Seconded: Cllr. R Adamson

All Councillors were in agreement that support was needed for the Traders. Longridge after all, is a Market Town.

Cllr. R Adamson suggested having 4 - 5 stalls initially on the land outside of the Council offices until progress had been made with Ribble Valley.

Cllr. R Adamson confirmed she would speak with the Town Clerk regarding next steps in support of the requests made.

Public Speaker & Observer left the meeting.

**Min 0704 Councillor Code of Conduct**

Discussions were entered regarding Councillor Code of Conduct.

Council remained quorate and were able to proceed to address other items of business which appeared on the agenda.

It was confirmed that if any member of Council wishes to challenge another member of Council’s conduct during a meeting, then this should be done through the Chair.

Alternatively, if an issue arises outside of a meeting, this should be reported through the Clerk or the Chair.

**Min 0705 Approval of Minutes**

**It was resolved** to sign the Minutes of the meeting of the 8th June 2022 as an accurate record.

Proposer: Cllr. R Adamson

Seconded: Cllr. L Jameson

**Min 0706 Consideration of Planning & Licence Applications**

**Application Reference: 3/2022/0622**

**The Old Corn Mill Warwick Street Longridge PR3 3EB**: Proposed change of use of part of the ground floor to bar and restaurant with access from Stanley Street and alterations to Stanley Street elevation.

Longridge Town Council would like to ensure that relevant measures will be taken with regards to noise control / insulation.

Furthermore, we would request that the opening times are not varied if the application is approved in order to keep the peace for the residents within the vicinity of the building.

**Application Reference: 3/2022/0219**

**56A Berry Lane, Longridge, PR3 3JP**: Demolition of existing single storey rear extension (Retail Unit) at 56 Berry Lane New Two storey extension over the footprint of the existing single storey extension to be demolished, to form replacement extension to the GF retail unit, and new entrance/bathroom extension to the existing first floor flat (56A Berry Lane)

Longridge Town Council has no objections to raise in relation to this application.

**Application Reference: 3/2022/0526**

**ST Wilfrid’s RC Primary School, St Wilfrid’s Terrace, Longridge, PR3 3WQ:** Proposed extension to the existing school kitchen.

Longridge Town Council has no objections to raise in relation to this application.

**Application Reference: 3/2022/0596**

**27 Humber Street, Longridge, PR3 3WD**: Variation of Condition 9 (External Lighting) of planning application 3/2019/0427. Retention of unauthorised external lighting, to be limited to max 230 lumens and restricted to building eaves overhang recessed downlights.

Longridge Town Council agreed to defer this application until the next full council meeting.

**Application Reference: 3/2022/0438**

**High House Farm, Higher Road, Longridge, Lancashire PR3 2YX**: Proposed erection of front porch and covered external area to patio.

Longridge Town Council has no objections to raise in relation to this application.

**Min 0707 Memorial Bench**

**Council discussed** the recent correspondence received in relation to the memorial bench for Izaak Cowell.

One option is to refurbish a bench that is currently in place next to the skate park and the other option is for a new bench to be installed.

It was confirmed by majority vote that a new bench would be well supported by Longridge Town Council and a letter of support for the memorial bench would be sent to Ribble Valley Borough Council.

Cllr. N Stubbs to send the letter to Ribble Valley.

**Min 0708 Service Centre Action Plan**

**Council agreed** to defer the questions until the next meeting. It was resolved that the draft questions would be sent to Ribble Valley Borough Council in the interim.

**Min 0709 Local Plan**

**Council noted** the submission of the local plan to Ribble Valley Borough Council.

**Min 0710 Annual Meeting of Electors**

**Council discussed** the comments made by the Electorate.

It was requested that at that the Council Facilitate a meeting between the shop owners / residents and the Police Crime Commissioner.

Since the meeting the Town Clerk has arranged for the Police Crime Commissioner, Andrew Snowden, to visit Longridge.

Residents made comments regarding Towneley Gardens. **Council noted** that the Town Clerk has spoken with Ribble Valley Borough Council regarding Towneley Gardens.

**Min 0711 S106 Meeting – Bus Stops in Longridge**

**Council noted** the date of the remote meeting regarding the refurbishment of the bus stops in Longridge.

The following Councillors have confirmed their attendance for the online meeting.

Cllr. N Stubbs

Cllr. R Adamson

**Min 0712 Remembrance Day Parade**

**Council** **confirmed** that the remembrance group meet in August.

Town Clerk to speak to Terry Lewis (Groundsman) in relation to the flags on the park which will need to be cleaned.

Town Clerk to arrange a meeting for further discussion on Monday 22nd August or Tuesday 23rd August.

**Min 0713 Estates Committee**

1. Estates Committee Chairman and Vice Chairman 2022/2023.

**Council discussed and noted** the update.

1. Picnic Benches Towneley Gardens

**Council discussed and noted** the update.

1. Meeting Times and Dates

**Council discussed and noted** the update.

1. Playground Inspection Report

**Council discussed and noted** the update.

**Min 0714 Budget Committee**

1. Budget Committee Chairman and Vice Chairman 2022/2023.

**Council discussed and noted** the update.

1. Meeting Times and Dates

**Council discussed and noted** the update.

1. **Longridge Community Action – Meeting Room Hire.**

**Council agreed** with the budget committee’s recommendation.

1. Longridge Cricket Club

**Council discussed and noted** the update.

1. Soap Box Derby

**Council discussed and agreed** that the grant request would be re reviewed by the budget committee following further information being submitted in support of the request.

**Min 0715 Finance**

**The following were approved for payment:**

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| --- | --- | --- | --- | --- |
|  | **Council to approve** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | Rosemary Glen | £1,099.02 | Cleaning for month of June Station Buildings & Public toilets |
| b. | Resolve to Pay | Terry Lewis | £236.80 | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. May 2022 (Summer Salary) plus bedding plants. |
| c. | Resolve to Pay | TPCS | £46.63 | Telephone lines 13.06.2022 – 12.07.2022 |
| d. | Resolve to Pay | Viking | £59.77 | Stationary order placed by Town Clerk |
| e. | Resolve to Pay | Civic Hall | £75.00 | Room Hire for the Meeting of the Electorate |
| f. | Resolve to Pay | APS | £81.98 | A5 Contact info cards x1000 |
| g. | Resolve to Pay | Longridge Cricket Club | £600.00 | Production of banner |

**Council Noted following retrospective payments:**

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| --- | --- | --- | --- | --- |
|  | **Council Approved** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | RVBC | £149.50 | Private drain clearance, labour and Jetting charge |
| b. | Resolve to Pay | RVBC | £192.00 | Memorial bin waste collection |
| c. | Resolve to Pay | APS | £88.11 | Printing of the Electorate flyers. |
| d. | Resolve to Pay | Water Plus | £180.26 | Water and Waste bill May 2022 -June 2022 |
| e. | Resolve to Pay | Vision ICT | £78.00 | Website Domain fee |
| f. | Resolve to Pay | Yates | £264.00 | Playground Inspection |

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

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| **Direct Debit Recipient** | **Amount** | **Description** |
| Salary | £1,186.40 | June 2022 |
| Tax / Ins | £824.63 | Quarterly Tax and Insurance |
| Electric Bill | £649.64 | 18.05.2022 – 15.06.2022 |
| Gas Bill | £71.41 | 21.03.2022 to 21.04.2022 |
| Hygiene Bins | £61.34 | May-22 |

Proposer: Cllr. B Dalgleish - Warburton

Seconded: Cllr. K Spencer

**Min 0716 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 10th August 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 20:09**

**Min 0717 Confidential Items - Part 2**

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