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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 October 2022.

Present:

Cllr. N Stubbs

Cllr. D Little

Cllr. L Jameson

Cllr. K Spencer

Cllr. S Ashcroft

Cllr. J Rogerson

Cllr. R Walker

Cllr. H Beacham

Miss J Dibble (Town Clerk)

**Min 0737 Mayor's Welcome**

Meeting opened at 19:02

Deputy Mayor Cllr. J Rogerson Chaired the meeting in the absence of the Mayor.

**Min 0738 Minutes Silence**

Cllr. J Rogerson asked all council members, speakers and observers to stand and hold two minutes silence in memorial to our late Queen.

**Min 0739 Apologies Received**

Cllr. N Stubbs

Cllr. S Rainford

**Min 0740 Declarations of Interests**

Cllr. S Ashcroft Item 8

**Min 0741 Public Time**

Meeting closed at 19:06

**Public Speaker:**

The owner of Clifton Lodge had pre prepared a statement which was distributed to Council members.

The speaker raised issues relating to the condition of the current footpath, trespassing and anti-social behaviour.

To try to alleviate concerns, the speaker advised that suitable fencing would be erected to separate the new footpath which would be more accessible for users and keep livestock protected.

Cllr. K Spencer entered the meeting at 19:10

Meeting re opened at 19:11

**Min 0742 Approval of Minutes**

Minute 0724 to be amended to say ‘it was disappointing that backword had been given’.

**It was then resolved** to sign the minutes of the meeting held on the 10th August 2022 as an accurate record.

Proposer: Cllr. L Jameson

Seconded: Cllr. R Adamson

**Min 0743 Consideration of Planning & Licence Applications**

**Application Reference: 3/2022/0653**

**7 Lower Lane Longridge PR3 3SL**: Proposed two storey rear extension.

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

**Application Reference: 3/2022/0859**

**9 Lower Lane Longridge PR3 3SL**: Proposed two storey rear extension.

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

**Application Reference: 3/2022/0816**

**Fairview, 45 Lower Lane, Longridge PR3 3SQ:** The application is for retention of single storey flat roof extension to rear, retention of rear dormer extension, a single-storey porch extension to front and enlarged drive. Resubmission of 3/2022/0135.

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

**Application Reference: 3/2022/0724**

**Dilworth Coach House 41 Dilworth Lane Longridge PR3 3ST:** Ash T2 - fell due to significant signs of ash die back. Sycamore T1 - fell due to significant signs of decline within the crown. Resubmission of 3/2021/1142

Longridge Town Council has concerns with this application and would like assurances that efforts have been made to treat and preserve the trees.

**Application Reference: 3/2022/0693**

**3 Hoghton Road Longridge PR3 3UA:** Proposed extension of existing front and rear dormers and formation of a new entrance porch.

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

**Application Reference: 3/2022/0676**

**Land adjacent to Radcliffe Farm Lower Road Longridge PR3 2YL:** Erection of hay storage and drying building.

Longridge Town Council has no objections to raise in relation to this application. The Council query the building which will be used as a hay storage and drying building.

Council notes that the building that will be used for drying the hay is enclosed and buildings used for this nature are usually open to allow air travel through.

**Application Reference: 3/2022/0718**

**46 Chaigley Road Longridge PR3 3TQ:** The application is for - Proposed rear dormer.

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

**Min 0744 Proposed Footpath Diversion**

Cllr. L Jameson introduced himself to the Council and observers as an advisory consultee.

Cllr Jameson confirmed he had spoken with the planning officer at Lancashire County Council and confirmed that they had no overriding concerns to stop the proposals.

It was noted that the Councils main concerns were as follows; the funding of the footpath, if proper consultations had been considered in surrounding properties and finally the welfare of the livestock.

Cllr Jameson and Cllr Adamson agreed to attend the site on Friday 30th September 2022.

Council further agreed that due to the deadline for comments dated Friday 30th September 2022 it would be in all parties’ best interest to seek a week extension to the consultation period so that we are able to make further enquiries.

**Min 0745 Warm Banks / Warm Blanket Scheme**

**Council reviewed** the Warm Banks report and agreed to proceed with option B – to work with voluntary groups to support the opening of a community warm space in a community building. The Council will assist the organisers where possible by signposting them towards funding sources.

Cllr Adamson spoke with the Rotary club and agreed to help to coordinate and organise as many organisations as possible to facilitate warm spaces during the winter months.

Clerk to arrange a meeting with any organisations who have offered to help with the initiative.

**Min 0746 Remembrance Day Parade**

**Council noted** the schedule for the Remembrance Day Parade and a request was made to include ‘any other political parties’ when deciding the order to lay the wreaths.

Clerk to update the schedule as requested by Council.

**Min 0747 Website**

**Council discussed** the outstanding information required. It was confirmed that any outstanding actions would be resolved as a matter of urgency.

Council thanked the Clerk and Cllr. D Little for their work on the new website.

**Min 0748 Market Traders**

**Council agreed** that during the trial period the indoor traders would need to pay £10ph for the use of the room.

Proposer: Cllr. L Jameson

Seconder: Cllr. R Adamson

**Council agreed this motion unanimously.**

**Min 0749 Co-option Vacancies**

**Council** **agreed** to meet with the applicant on Thursday 29th September 2022 at 6pm in the Station Buildings Meeting Room.

**Min 0750 Longridge Cadet Forces**

**Council discussed** the request made by Longridge Cadet Forces and **agreed** that the Clerk is to send an email of support to RVBC.

**Min 0751 Christmas Trees**

**Council discussed** the Christmas trees and agreed to order 140 trees for display on the wall brackets outside of the businesses and shops.

Clerk is to seek a quote for a large Christmas Tree to be erected outside the Council building.

**Min 0752 Coffee Pod Collection**

**Council noted** the verbal update from Cllr. H Gee.

Given that there is a clear need for the recycling of the coffee pods, it was agreed that Cllr. H Gee had the full support from Longridge Town Council to approach Cllr. Berryman of RVBC. Cllr. H Gee will therefore discuss with RVBC a viable structure and process for the recycling of the coffee pods to continue in the Town.

**Min 0753 Service Centre Action Plan**

**Council discussed and noted** the revised SCAP meeting date and time as Wednesday 19th October 2022 2pm – 7pm at the Longridge Civic Hall.

Clerk is to draw a rota for all Council to attend throughout the drop-in session.

**Min 0754 Estates Committee**

1. Estates Committee report – draft minutes 30th August 2022

**Council noted** the update.

1. A&D Drains

**Council noted** the verbal report from Cllr. J Rogerson.

1. Meter Change

**Council discussed and noted** the update.

1. RG Cleaning Services

**Council agreed** with the recommendation of the Estates Committee

1. Gardening Maintenance

**Council discussed and noted** the need for the gardens to be maintained.

**Council requested** that the Clerk tries to reach our usual contractor and if he is unavailable, to obtain a comparable quote.

**Min 0755 Budget Committee**

1. Budget Committee report

**Council noted** the update.

1. Precept

**Council agreed** that the Chair and Vice Chair will agree suitable meeting dates with the clerk and circulate these to the committee.

1. AGAR

**Council discussed and agreed** with the increased grant awarded by the Budget Committee.

**Min 0756 Staffing Committee**

**Council agreed** that this matter would form Part 2 ‘Confidential Items’.

**Min 0757 Finance**

**The following were approved for payment:**

**Council to authorise payment** of the following**:**

|  |  |  |  |  |
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|  | **Council to Approve** | **Company** | **Amount** | **Description** |
| a. | Resolve to Pay | Vision ICT | £42.00 | Memorial to the Queen |
| b. | Resolve to Pay | A&D Drains | £1800.00 | Drain CCTV and Euro Vac |
| c. | Resolve to Pay | Heritage Centre | £18.00 | Signage |

**Council Noted following retrospective payments:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Council to Approve** | **Company** | **Amount** | **Description** |
| Resolve to Pay | Love Longridge | £1,000.00 | Grant Award |
| Resolve to Pay | Rosemary Glen | £1,174.26 | Cleaning for month of August Station Buildings & Public toilets |
| Resolve to Pay | Terry Lewis | £200.00 | Maintenance and upkeep of Recreational Grounds, Memorial Garden, Millennium Cross and path to the side of Station Buildings. July 2022 |
| Resolve to Pay | TPCS | £52.98 | 12.08.2022 - 12.09.2022 |
| Resolve to Pay | Helping Hand | £111.24 | 5X Children’s Litter Picks |
| Resolve to Pay | RVBC | £94.80 | Attendance to unblock the public toilets |

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

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| **Direct Debit Recipient** | **Amount** | **Description** |
| Salary | £1,185.01 | Aug-22 |
| Electric Bill | £911.97 | 20th July - 26th August 2022 |
| Gas Bill | £115 | 20th July - 26th August 2022 |
| Water | £180 | 22nd July - 21st August 2022 |
| Hygiene Bins | £61.34 | Aug-22 |

Proposer: Cllr. D Little

Seconded: Cllr. S Ashcroft

**Min 0758 DATE OF NEXT MEETING**

The next Council Meeting will be held on Wednesday 12th October 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 20:56**

**Min 0759 Confidential Items - Part 2**

**Council discussed** agenda item 20 in relation to 'Confidential Items - Part 2' of these minutes.

For information - It was agreed unanimously the Staffing Committee would be dissolved and set up as a ‘staff group’, so that any confidential / sensitive matters relating to staff could be discussed in a private minuted meeting.

Clerk is to update the Terms of Reference to reflect the change from a committee to a working group.

Proposer: Cllr. H Gee

Seconder: Cllr. D Little

Part 2 Opened 20:56

Part 2 Closed 21:10