



Longridge Town Council

Full Council – Draft Minutes

Meeting Date:	09 September 2026		
Place:	Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: R. Walker, (Chair), R. Ray, L. Jameson, P. Smith, M. Gornall, N. Eccles, A. Wallbank, K. Spencer and C. Hyde		
In attendance:	Town Clerk and one member of the public from 18:30		
Meeting started:	18:34	Meeting closed:	19:33

Pre-Meeting Session with Ribble Valley Borough Council – 18:00 to 18:30

Ahead of the formal Council meeting, members met informally with Sarah Threlfall (Chief Executive, RVBC) who had been invited to answer questions relating to Local Government Reorganisation (LGR) and community asset transfers.

Notes from the discussion with Sarah Threlfall will be issued separately.

260909/

WELCOME BY THE CHAIR.

The Chair (Cllr. Walker), welcomed everyone to the meeting.

1. APOLOGIES FOR ABSENCE.

Apologies were received Cllrs. Stubbs, Rogerson and Gee.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND WRITTEN REQUESTS FOR PECUNIARY INTEREST DISPENSATION.

None.

3. PUBLIC PARTICIPATION.

A member of the public, raised a number of issues regarding road signs and signage in general in and around Longridge. These are noted under Item 15 (Other Business and Future Agenda Items) below.

4. APPROVE THE MINUTES OF TWO PREVIOUS MEETINGS.

RESOLVED:

- The minutes of the meeting held on 8 July 2026 were approved
- The minutes of the extraordinary meeting held on 5 August 2026 were approved

5. MAYOR ANNOUNCEMENTS/CHAIR'S REPORT

The mayor updated members on his recent activities.

6. FINANCE REPORT

The Chair of the Finance Committee, Cllr. Gornall update members on the latest financial position:

- Finances are stable and on track.
- The withdrawal to cover the playground works has been replaced by a UKSP/Jubilee Fund grant.
- The Town Council's grant budgets (£20,000) are underspent at the halfway point, leaving headroom for further applications. It was noted that a Facebook post has been published to encourage applications.
- The Solar panels installed in January 2026 have delivered bill savings of approximately £2,200 – £2,500 to date, with a projected full-year saving well in excess of £3,000 and a payback period of approximately 5.5–6 years.

RESOLVED:

That the Finance Report and the accounts to date be approved.

7. FIRE ALARM PANEL REPLACEMENT

The Clerk submitted a report informing members that the Station Building alarm panel is not functioning correctly. The report also noted that the 13 devices (smoke detectors and alarm points) installed when the building opened are now life-expired, and well beyond their 10-year guarantee.

RESOLVED:

Members:

- a. Note, that the Station Building Fire Alarm control panel is beyond economic repair and that the detection and alarm devices are beyond their manufacturer-guaranteed working life, representing a fire safety risk requiring urgent remedial action.
- b. Approve, expenditure of £2,870.00 (excluding VAT) for the replacement of the Station Building Fire Alarm panel, detection and alarm devices with a new open protocol fire alarm system, on the basis of the lowest of the two quotations received, from Maxi Fire and Security Ltd.
- c. Note, that no budget is currently allocated for this expenditure, and approve it as unbudgeted spend, with the funding source to be confirmed by way of virement or a transfer from reserves.
- d. Authorise the Town Clerk to instruct Maxi Fire and Security Ltd. to proceed with the works and to confirm and apply the appropriate funding source.

8. TERMS OF REFERENCE

The Clerk submitted a report asking Members to formally approve the Terms of Reference for the Mayoral Ball Working Group, the Finance Committee, and Staffing Committee.

RESOLVED:

Members approved the Terms of Reference for the Mayoral Ball Working Group, the Finance Committee, and the Staffing Committee.

9. COMMUNITY GARDEN DRAINAGE

The Chair submitted a report requesting Members consider and approve expenditure to improve drainage at the Community Garden.

The report noted that:

- The area had been cleared and the source of the drainage issue has been identified.
- The Council had received a quotation to install a perforated land drain connected to the existing network, at an approximate cost of £2,400 plus VAT.

It was suggested that a bog or wet area be incorporated into any design, to absorb fluctuation in water levels and attract wildlife.

RESOLVED:

Members

- a. Note that drainage at the Community Garden has been a long-standing issue and that responsibility for land drainage rests with Lancashire County Council (LCC).
- b. Note that the £500 budget allocated to the Community Garden for the current financial year has been spent and that no budget remains for further works.
- c. Approve, in principle, further expenditure on drainage improvement as unbudgeted spend, with the funding to be confirmed by the RFO by way of virement or a transfer from reserves.
- d. Authorise the Town Clerk to obtain quotations for the further works and to report back to Council with costed proposals before works are instructed.

10. TRANSFER OF ASSETS FROM RVBC

The Clerk submitted a report updating members on progress with the transfer of RVBC owned parish assets to Longridge Town Council, following a meeting with RVBC on 7 September 2026.

RESOLVED:

- a. Members note the report and the verbal update.
- b. Request the Clerk to set up an Asset Transfer Working Group to prepare business cases for priority assets, including the Civic Hall and the Towneley Gardens (Berry Lane) entrance.

11. LOCAL GOVERNMENT REORGANISATION UPDATE (LGR)

The Clerk submitted a report updating members on LGR since the last update to Full Council on 8 July 2026, and the UK Government's announcement on 7 September 2026, to pause the review.

RESOLVED:

Members note the report and the verbal update.

12. LONGRIDGE COMMUNITY HOSPITAL – UPDATE

The Clerk submitted a report updating members on this standing agenda item in line with the Council's pledge to support the campaign. It was noted that campaign meetings are now chaired by the Whittingham vice-chair, with the Clerk attending as note-taker.

RESOLVED:

Members note the report.

13. MAYORAL CHARITY BALL

The Clerk updated members on the preparations for the charity ball.

RESOLVED:

Members note the report.

14. EVENT SPACE – TOWNELEY GARDEN

Cllr. Gornall, Chair of the Event Space Working Group updated members on the delivery of the Towneley Garden Event Space contract. It was noted that a draft contract was sent to the successful tenderer; the licence from RVBC to work on the site is outstanding, signage is to go up one week before works starts and the Working Group is now considering arrangements for the planting spaces.

RESOLVED:

Members note the update.

14a. SUPPLEMENTARY AGENDA

Cllr. Hyde submitted a report requesting:

- I. The Estates Committee review the decision made at its meeting on the 19 May 2026 on the use of Glyphosate on hard surfaces.
- II. A note on how the Town Council can be more pro-active in pursuing the investment the Town Council receives from RVBC.
- III. How those Town Council members who sit on the RVBC Planning Committee, ensure that RVBC officers check that commitments made by developers are actually delivered.

RESOLVED:

- a. Members agreed to support a no-glyphosate use policy in principle and that it be formally brought to the Estates Committee for adoption when the current six-month review period expires (November 2026).
- b. In regard to II. above, note the comments made by the CEO of RVBC that RVBC will work more closely with Longridge Town Council on capital spend.

15. CONSIDERATION OF MATTERS NOT ON THE AGENDA.

Based on the information provided in the Public Participation session, the Clerk be requested to prepare a report to the Estates Committee including:

- Provision of a 'Welcome to Longridge Sign' on the approach from the Inglewhite/Alston Arms direction.
- Investigate the road sign opposite Longridge High School which has a fallen flap obscuring the reference to the Trough of Bowland.
- Investigate repeater 20mph signs in and around Longridge Town Centre.
- Street signs on Mersey Street and George Street which are rusty and unreadable.

16. DATE OF NEXT MEETING

2026: 14 October, 11 November, 9 December.

2027: 13 January, 10 February, 10 March.

Note: An extraordinary meeting may be called if required.

Signed:

Date:

Chair of the Council

Cllr Robert Walker, Mayor and Chair of Council