



# Longridge Town Council

## Full Council - Agenda

To the Mayor and Members of Longridge Town Council, you are summoned to attend a meeting of the Town Council on Wednesday 10 June 2026 at 18:30 in the Council Offices, Station Buildings, Berry Lane, Longridge.

**1. Welcome by the Chair.**

Introduction of new councillors

**2. Declaration of Acceptance of Office**

To receive Declarations of Acceptance of Office from any new councillors and/or the Deputy Mayor (if not already completed).

**3. Apologies for Absence**

To receive apologies for absence.

**4. Declarations of interests.**

To receive declarations of pecuniary and non-pecuniary interests for items on the agenda.

**5. Public Participation.**

This 30-minute session (time limit of three minutes per item/per person) provides members of the public an opportunity to indicate interests in an agenda item and put questions to the Town Council. Such questions may be answered after the meeting or become an agenda item at a future Town Council meeting.

**6. Minutes of the Previous Meeting**

To approve the minutes of the Full Council meeting held on 13 May 2026 (Annual Meeting of the Town Council).

### ITEMS for DECISION/DISCUSSION

**7. Annual Governance and Accountability Return (AGAR)**

To receive and approve the Annual Governance Statement and Accounting Statements for the year ended 31 March 2026.

**8. Finance Report**

To receive the latest Finance Report including bank reconciliations, budget monitoring, and approval of payments (if any).

**9. Grants.**

Report of the Clerk for members to consider a grant application of £4,789, considered for approval by the 22-04-2026 meeting of the Finance Committee from Longridge Station Enterprise Company (LSEC) for Thermal Curtains.

**10. Terms of Reference**

- a. To approve the revised Terms of Reference for the Estates Committee.
- b. To approve the Terms of Reference for the Community Hospital Advisory Group.

**11. Towneley Garden Working Group**

This report presents the outcomes of the public engagement undertaken by Longridge Town Council on the proposed upgrade of the former bowling green at Towneley Garden and seeks Full Council's approval to proceed to procurement of competitive quotes for the detailed design as shown in Appendix 1 of the report.

**12. Installation of Surveillance Cameras**

To approve expenditure for the installation of a number of low-maintenance standalone surveillance cameras at key locations throughout the town.

**13. Banners and Brackets Working Group**

To present the recommendations of the Banners and Brackets Working Group following discussions at its meeting held on 20 May 2026, for Full Council's consideration and formal resolution. The report covers quotes received for banner design, printing and installation and the proposed use of a specialist marketing agency to manage advertising sales.

**14. Memorial Bench Plaque Policy**

To present to Full Council, for formal adoption, the Memorial Bench Plaque Policy which was considered and recommended by the Estates Committee at its meeting on 19 May 2026.

**15. Committee and Working Group Appointments**

Allocation of new councillors to Committees and Working Groups (noting appointments made at the 13 May 2026 Annual Meeting; confirm/amend if needed).

**16. Review of Utility Charges**

Report of the Clerk.

**ITEMS for INFORMATION/DISCUSSION****17. Councillor Reports and updates from the Chairs of Working Groups.**

Reports and verbal updates.

**18. Consideration of matters not on the agenda.**

An opportunity for members and the Clerk to suggest items for future meetings.

**19. Future Meetings.**

To confirm the date of the next Full Council meetings.

2026: 8 July, (no meeting in August,) 9 September, 14 October, 11 November 9 December.

2027: 13 January, 10 February, 10 March.

**Recording of meetings:**

*This meeting may be recorded by Longridge Town Council to support the production of accurate minutes. Only a written transcript is generated, no voice recording is retained. The transcript is deleted once the minutes are approved. Anyone who has concerns about being recorded should raise this with the Clerk before speaking.*





*Mike Hill*

*Clerk and Responsible Financial Officer to Longridge Town Council.*

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## Mission Statement

Endeavour through foresight and leadership, to enhance quality of life for residents and visitors. Working to enrich and nurture opportunity to protect and improve the built and natural environment and improve community pride.

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