



# Longridge Town Council

## Full Council – Agenda

To the Mayor and Members of Longridge Town Council, you are summoned to attend the meeting of the Town Council on Wednesday 9 April 2025 at 7:00 pm in the Station Buildings, Berry Lane, Longridge.

**1. Mayor's welcome.**

**2. To receive apologies.**

**3. Declarations of interests.**

Councillors are responsible for declaring any personal/prejudicial or disclosable pecuniary interest pertaining to matters on this agenda.

*If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.*

**4. To consider and approve the minutes of the 5 March 2025 meeting and the 19 March special meeting.**

**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.

### ITEMS for DECISION/DISCUSSION

**6. Finance Report.**

Report of the Clerk (enclosed) for members to approve the:

- Accounts to date.
- Schedule of Payments as set out in the Report.

**7. Grant applications and other requests for funds.**

Report of the Clerk (enclosed) for members to reconsider grant requests from.

**8. Annual Meeting of the Town Council.**

Report of the Clerk (enclosed) for members to consider a request by Cllr.

Jameson (mayor elect) to change the date and venue of the Annual Meeting of the Town Council.

**9. Town Council Newsletter**

Report of the Clerk (enclosed) for members to consider the publication of a Town Council Newsletter.

**ITEMS for INFORMATION/DISCUSSION**

**10. Community Garden Project - Update**

Verbal update from the Town Clerk.

**11. VE Day Commemorations - Update**

Report of the Clerk (enclosed).

**12. Planning Applications.**

Report of the Clerk (enclosed), for members to consider planning matters since the last meeting.

**13. Update on Actions from Previous Meetings.**

Report of the Clerk (enclosed), to update members on actions from recent Full Council meetings.

**14. Local Government Devolution.**

Report of the Clerk (enclosed), to update members on matters relating to Local Government Devolution and how it might impact Longridge Town Council.

**15. Potential problems and dangers relating to Weep Holes.**

Report of Cllr. Smith (enclosed) requesting members to consider several potential issues.

**16. Councillor Reports.**

Reports (if any) enclosed.

**17. Suggest Items for Future Meetings.**

An opportunity to suggest items for future meetings.

**18. Future Meetings.**

- Ordinary - Town Council Meeting
- Annual - Meeting of the Town Council (Mayor Making etc.)
- Annual - Town Meeting (Meeting of Electors)

*Note: All English Town Councils are required, by law, to hold an Annual Town Meeting, which must take place between 1 March and 1 June every year. These Annual Town Meetings are a meeting of the electorate and cannot start before 6:00pm. Anyone may attend but only registered electors of Longridge may speak and vote during the meeting. The purpose of the meeting is to discuss "town affairs".*

*The public (electors) can be requested to send questions to the Clerk for discussion at the meeting. Presentations can be given and guest speakers invited to attend. Refreshments can be made available.*

*Mike Hill*

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





# Longridge

## Town Council

### Full Council – Minutes

<b>Date:</b>	5 March 2025		
<b>Place:</b>	Station Buildings, Berry Lane, Longridge.		
<b>Present:</b>	Councillors: L. Jameson (Chair), J. Rogerson, P. Smith, R. Walker, K. Spencer, N. Stubbs (joined at 19:15) and D. Jackson.		
<b>In attendance:</b>	Town Clerk.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	21:10

250305/

**1. WELCOME BY THE DEPUTY CHAIR.**

The Deputy Chair welcomed everyone to the meeting.

**2. APOLOGIES FOR ABSENCE.**

Members accepted apologies from Cllrs. R. Beacham, S. Rainford and N. Eccles.

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

Cllr. Rogerson declared interest in Agenda Item 9 – Planning Matters: 1040 and 1029.

**4. APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 12 FEBRUARY 2025.**

The minutes were agreed as a correct record.

**5. PUBLIC PARTICIPATION.**

There was no public participation

**6. FINANCE REPORT.**

The Clerk submitted a report seeking approval for the accounts to date and the Schedule of Payments.

RESOLVED THAT COUNCIL:

a. Approve the accounts to date.

b. Approve the Schedule of Payments as set out in the Report and the Table below.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	sdebt24072	RVBC	Annual charge litter picking April 2024 to March 2025	5,675.45	945.91	4,729.54		24/02/25
2	9506734455	Shred-It	Shredding Service	120.65	20.11	100.54		24/02/25
3	4141027	Eureka	Toilet roll dispensers and toilet rolls	85.44	14.24	71.20		20/02/25
4		Zoe Ashcroft	Toilet rolls	18.30	3.05	15.25		12/02/25
<b>Totals:</b>				<b>5,899.84</b>	<b>983.31</b>	<b>4,916.53</b>		

**Note:** Approval is not usually sought for Direct Debits and people or organisations where the Town Council has a contractual relationship.

**7. COMMUNITY GARDEN PROJECT.**

The Clerk submitted a report asking members to re-consider adopting a plot of land as shown in the report and converting it into a Community Garden.

Members were reminded that the adoption of the plot had been discussed at the Full Council Meeting on 9 October 2024 and at the Estates Committee meeting held on 30 October 2024.

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Agree to adopt the plot of land and sign LCC's Heads of Terms for a New Lease, subject to written assurance from LCC that any liability resulting in an accident arising as a consequence of water running off the plot and flowing down Drivers Walk would rest with them.

**8. DEPUTY MAYOR.**

The Clerk submitted a report asking members to request the Chair to seek written nominations for the office of Deputy Mayor for the municipal year 2025-2026.

Members were reminded that at the Full Council meeting held on 12 February 2025 they approved the Policy and Methodology for the appointment of the office of Mayor and Deputy Mayor.

RESOLVED THAT COUNCIL:

Request the Chair to seek written nominations from members for the office of Deputy Mayor for the municipal year 2025-2026.

**9. PLANNING MATTERS – RELATING TO LONGRIDGE.**

The Clerk submitted a report requesting members to consider planning matters since the last meeting.

*Note. The following types of applications are not for consultation and are therefore excluded from the lists below: Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.*

RESOLVED THAT COUNCIL:

Note the Report.

**10. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.**

The Clerk submitted a report updating members on actions from recent meetings.

RESOLVED THAT COUNCIL:

Note the Report.

**11. LOCAL GOVERNMENT DEVOLUTION.**

The Clerk submitted a report updating members on how the Government's plans for Local Government Devolution could affect Longridge Town Council.

RESOLVED THAT COUNCIL:

- a. Note the Report.
- b. Stress the importance of maintaining a connection with the community through parish and town councils.
- c. Agree to lobby for allowances for parish and town councillors and ensure such councillors are adequately compensated for any increased responsibilities as a consequence of devolution.
- d. Request the Clerk to include Local Government Devolution as a regular agenda item for Full Council meetings.

**12. COUNCILOR REPORTS.**

- a. No reports were submitted.
- b. The Clerk encouraged members (especially Borough Councillors) to provide summary reports of meetings and activities they had carried out or attended since the last Full Council meeting.

**13. TOWNLEY GARDENS – PRESENTATION**

RESOLVED THAT COUNCIL:

Accepted RVBC's request to delay making any presentation on Townley Gardens until the matter had been presented to RVBC's Policy and Finance Committee in April.

**14. CONSIDERATIONS OF MATTERS NOT ON THE AGENDA.**

RESOLVED THAT COUNCIL:

Agree to limit this agenda item for members and the Clerk to suggest items for future meetings only.

**15. DATES OF FULL COUNCIL MEETINGS.**

Members agreed the following meeting dates for 2025:

- April 9
- May 14 (Annual Meeting)

**SIGNED BY CHAIR FOR THE MEETING:**

**DATE:**

A signed copy is on file.



# Longridge Town Council

## Full Council Special Meeting – Minutes

<b>Date:</b>	19 March 2025		
<b>Place:</b>	Station Buildings, Berry Lane, Longridge.		
<b>Present:</b>	Councillors: J. Rogerson (Chair), P. Smith, R. Walker, N. Eccles and D. Jackson.		
<b>In attendance:</b>	Town Clerk.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	19:15

**250319/**

### **Nomination for Chair of meeting.**

In the absence of both the Chair and Deputy Chair, Cllr. Jim Rogerson was nominated as Chair for the meeting.

#### **1. WELCOME BY THE CHAIR.**

The Chair welcomed everyone to the meeting and noted that for Cllr. Eccles, it was her first Full Council meeting since being co-opted onto the Council.

#### **2. APOLOGIES FOR ABSENCE.**

Members accepted apologies from Cllrs. Stubbs and Jameson.

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

There were no declarations of interest.

#### **4. PUBLIC PARTICIPATION.**

There was no public participation

#### **5. SELECTION OF THE TOWN COUNCIL'S DEPUTY MAYOR FOR THE 2025/26 MUNICIPAL YEAR**

The Clerk submitted a report asking members to select the Town's Council Deputy Mayor for the municipal year 2025/26.

The report noted that Longridge Town Council's custom is for the Deputy Mayor to succeed the mayor as this provides continuity in leadership. However, this progression is subject to the council's internal customs and is not a statutory requirement. The Clerk reminded members that whoever is selected at the meeting will be formally nominated at the Annual Meeting of the Town Council in May.

The Town Clerk noted that only one nomination had been received and that it was in order.

RESOLVED THAT COUNCIL:

Unanimously accept the nomination of Cllr. Walker as the Deputy Mayor for the 2025/26 Municipal Year.

#### **6. DATES OF FULL COUNCIL MEETINGS.**

- April 9
- May 14 (Annual Meeting)

**SIGNED BY CHAIR FOR THE MEETING:**

**DATE:**

A signed copy is on file.

## Agenda Item 6

### Report For Decision



Longridge  
Town Council

**Meeting Date:** 09/04/2025

**Title:** Finance Report - Full Council

**Submitted by:** Clerk and Responsible Financial Officer

### **Purpose of the report:**

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

### **Recommendations:**

1. Approve the Report and specifically the:
2. Schedule of Payments.

## Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1		St.Lawrence Church	Annual subscription to magazine	10.00	-	10.00	Paid	28/02/25
2	2563	Lentech	Move and install defib to Station Building	144.00	24.00	120.00	Paid	28/02/25
3	213663	Siemens Financial	New Canon printers	310.80	51.80	259.00	Paid	12/03/25
4	SINV 2716	Maxi Fire and Security	Install two new CCTV cameras	886.80	147.80	739.00	Paid	24/03/25
5	AEC 8757	Eureka	Toilet rolls	36.60	6.10	30.50	Paid	24/03/25
6	50002	Art Software Limited	Annual subs. to accounting system	119.88	-	119.88	Paid	24/03/25
7	5201551704	LCC	Install sockets on street columns	5,880.00	980.00	4,900.00	Paid	25/03/25
8	126975	RBLI	VE Day Flag	23.98	3.99	19.99	Paid	26/03/25
9	INV-002	Energy Checkpoint (Charles)	Fees for new metering system	250.00	-	250.00	Paid	26/03/25
10	INV-3584	APS (Cllr. Rober Walker)	VE Day Column Banners	716.04	119.34	596.70	Paid	28/03/25
11		Bullfinch Gas	Beacon for VE Day	658.80	109.80	549.00	10/04/25	
<b>Totals:</b>				<b>9,036.90</b>	<b>1,442.83</b>	<b>7,594.07</b>		

**Note: Approval is not usually sought for Direct Debits and people or organisations where the Town Council has a contractual relationship.**

# Receipts for the period 1st April 2024 to 31st March 2025.

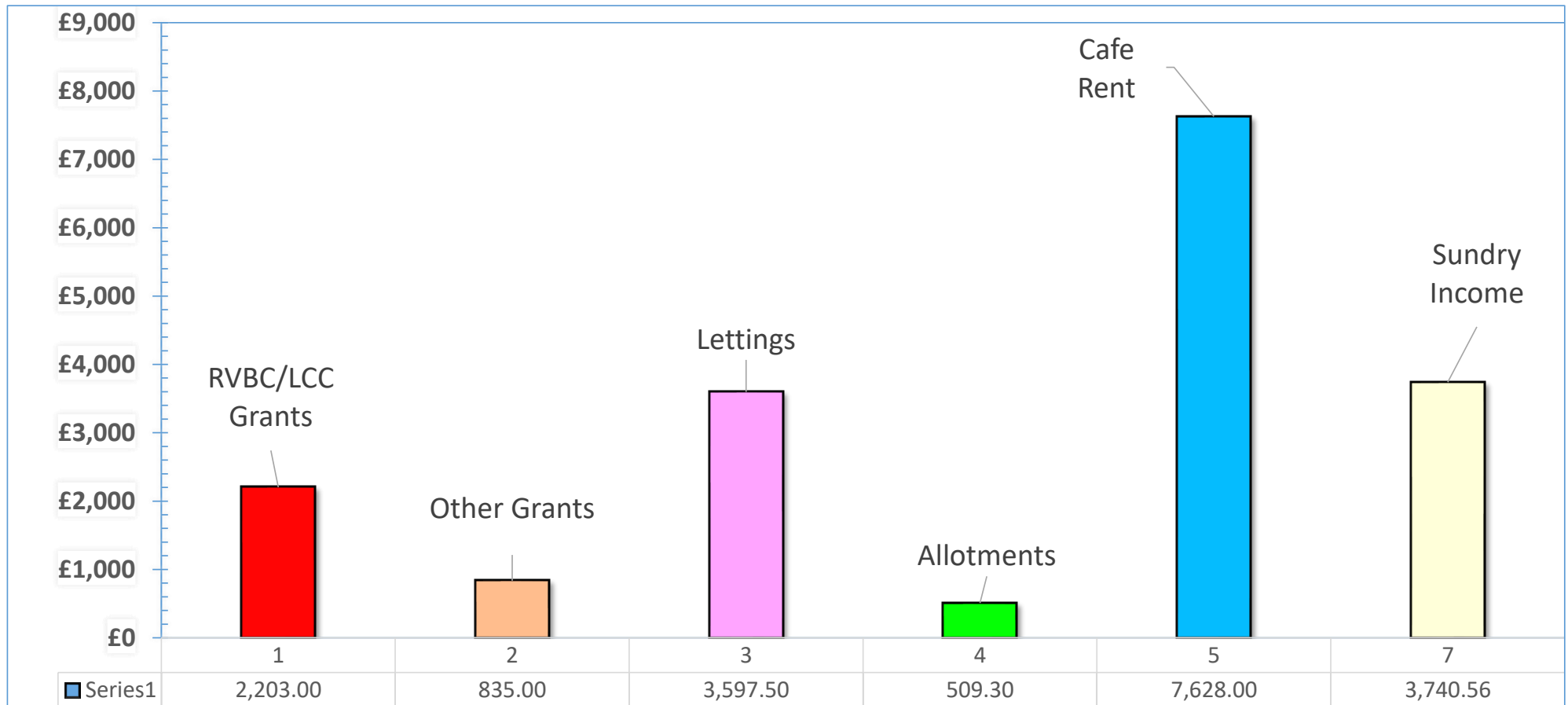
Bank			Income Streams										
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	From Reserves	Totals
									Rent	Utilities			
02/04/24	DD	Old Station							600.00				600.00
03/04/24	DD	Adjustment									1,509.19		1,509.19
03/04/24		Old Station								1,018.40			1,018.40
08/04/24	00204582	RVBC - Precept payment	94,077.00										94,077.00
08/04/24		Gathering (A. Gardner)					100.00						100.00
09/04/24		Arts Class					240.00						240.00
16/04/24		Longridge Community									20.00		20.00
26/04/24		Gas Charges								73.10			73.10
01/05/24	DD	Café Rent							600.00				600.00
07/05/24		Art Class - 8 Weeks					147.50						147.50
07/05/24		Water Charges								169.52			169.52
08/05/24		Electric Charges								1,004.98			1,004.98
09/05/24	..104219	HMRC		10,692.41									10,692.41
09/05/24	80	U3A					210.00						210.00
30/05/24	53	Credit					30.00						30.00
03/06/24	DD	Café Rent							600.00				600.00
11/06/24		Electric Charges								968.80			968.80
11/06/24		Gas Charges								68.35			68.35
11/06/24		Water Charges								229.33			229.33
01/07/24	DD	Rent for café							600.00				600.00
02/07/24	G 04/25	Gathering (A. Gardner)					315.00						315.00

Bank			Income Streams										
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	From Reserves	Totals
									Rent	Utilities			
03/07/24	422073	LCC Bio Diversity and PROW				800.00							800.00
05/07/24		P.Burton						72.50					72.50
08/07/24		Robin Stother						72.80					72.80
09/07/24		Electric Charges								959.63			959.63
10/07/24		Barbara Burton						72.80					72.80
10/07/24		S. Margerison						72.80					72.80
12/07/24		C. Thurlow						72.80					72.80
15/07/24		AM Burdet						72.80					72.80
17/07/24		Longridge U3A					230.00						230.00
18/07/24		LCC GCF				35.00							35.00
19/07/24		M. Baugh (Art Group x 9)					225.00						225.00
01/08/24	DD	Rent for café							600.00				600.00
16/08/24		Gathering x 4 (A. Gardner)					100.00						100.00
19/08/24		RVBC - Ribble Valley In Bloom			50.00								50.00
21/08/24		Lewis Allotment 3a						72.80					72.80
02/09/24	DD	Rent for Café							600.00				600.00
10/09/24	AG/AS001	A. Sach Art Group					55.00						55.00
19/09/24		M. Baugh (Art Group x 8)					200.00						200.00
19/09/24	00540418	Unity Goodwill									100.00		100.00
23/09/24	00009250	Concurrent Grant			1,653.00								1,653.00
24/09/24	18/09	Unity Bank Charge Reversal									20.80		20.80
01/10/24	DD	Rent for café							600.00				600.00
04/10/24	G-08/24	Gathering (A. Gardener)					225.00						225.00

Bank			Income Streams										
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	From Reserves	Totals
									Rent	Utilities			
07/10/24		U3A July-Aug-Sept					210.00						210.00
24/10/24	..6245	British Gas (overpayment)									1,089.97		1,089.97
28/10/24	13116249	Shred-It (overpayment)									239.06		239.06
01/11/24	DD	Rent for café							600.00				600.00
06/11/24	G-09/24	Gathering x 5 (A. Gardner)					125.00						125.00
07/11/24	W7/8/9/10	Water Charges x 4								585.53			585.53
07/11/24	G83/82/81	Gas Charges x 3								40.31			40.31
27/11/24	81	Electric Charges July 2024								895.50			895.50
28/11/24	NWA -001	North West Ambulance Serv.					65.00						65.00
02/12/24	DD	Rent for café							600.00				600.00
03/02/.24		Rent for café							107.00				107.00
09/12/24	82	Electric Charges to Sept. 2024								553.05			553.05
11/12/24		M. Baugh (Art Group)					175.00						175.00
12/12/24	83	Electric Charges to 01/10/24								539.02			539.02
23/12/24		Reserves Funds Transfer										20,000.00	20,000.00
02/01/24	DD	Rent for café							707.00				707.00
06/01/25	..10429	HMRC VAT		9,469.44									9,469.44
21/01/25		Electric Charges								551.25			551.25
21/01/25		Gas Charges								41.72			41.72
21/01/25		Water Charges								133.63			133.63
24/01/25		Gas Credit									761.54		761.54
27/01/25		U3A					170.00						170.00
03/02/25	DD	Rent for café							707.00				707.00

Bank			Income Streams										
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC/LCC Grants	Other Grants	Lettings	Allotment	Old Station		Sundry	From Reserves	Totals
									Rent	Utilities			
05/02/25		Gatherings G-02/25					175.00						175.00
05/02/25		Gatherings G-03/25					100.00						100.00
10/02/25		CAG-84 Art Group M.Baugh					200.00						200.00
03/03/25	DD	Rent for café							707.00				707.00
03/03/25		Water charges								133.62			133.62
03/03/25		Gas charges								78.40			78.40
10/03/25		Electric charges								1,000.00			1,000.00
12/03/25		Gathering G-04/25					100.00						100.00
13/03/25		Electric Charges								1,205.08			1,205.08
21/03/25		U3A					200.00						200.00
28/03/25	139594	LCC - Parish Champion			500.00								500.00
Total as at 29/03/2025:			94,077.00	20,161.85	2,203.00	835.00	3,597.50	509.30	7,628.00	10,249.22	3,740.56	20,000.00	163,001.43

## Revenue Streams



**Total £ 18,513.36**

# Unity Trust Bank - Balance

£

Balance carried forward 1 April 2024:	114.15	
<b>Monthly Balance</b>		<b>Diff.</b>
1 May 2024	86,868.60	
1 June	91,466.30	4,597.70
1 July	77,243.20	-14,223.10
1 August	76,993.42	-249.78
1 September	60,457.78	-16,535.64
1 October	48,960.11	-11,497.67
1 November	40,655.60	-8,304.51
1 December	23,061.47	-17,594.13
1 January 2025	28,316.36	5,254.89
1 February	28,862.44	546.08
1 March	16,550.33	-12,312.11
1 April	9,242.17	-7,308.16
<b>Balance at 01/04/25:</b>	<b>6,285.84</b>	<b>-2,956.33</b>

# Nat West - Account No. 1

£

Balance carried forward 31 May 2024:	107,159.07
Interest paid in May and June 2024:	251.25
Debits in June 2024:	104.47
Debits in July 2024:	143.48
<b>Balances:</b>	
31/07/24:	107,162.37
30/09/24:	107,430.81
31/10/24:	107,563.11
30/11/24:	107,806.66
31/12/2024:	87,806.66
Debits on 19 December 2024:	20,000
31/01/2025:	87,925.38
Bank Statements 28/02/2025:	88,108.92

# Nat West - Longridge Town Council

£

Balance carried forward 31 May 2024:	5,000.00
Interest to 28 June 2024:	0.00
Credits in June 2024:	104.47
Credits in July 2024:	143.48
Debits in June 2024:	104.47
Debits in July 2024:	143.48
Balance at 30/11/24:	5,000.00
Bank Statement 19/12/2024:	5,000.00

# Agenda Item 7

## For Decision/Discussion



Longridge  
Town Council

<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	Grant Applications
<b>Submitted by:</b>	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

For members to consider grant requests from Longridge Cricket Club (Appendix 1) and Suicide Awareness Prevention UK (Appendix 2).

### 2. Background.

Members are reminded that each year the Town Council makes funds available to local voluntary and community groups to support activities and projects of direct benefit to the community of Longridge.

To request a grant, an application form needs to be completed explaining what the group does, how much money is requested, for what purpose, and how the people of Longridge would benefit. The application should be submitted with a copy of the applicant's latest accounts and any formal constitution.

Each application should be considered on its individual merits, and if it is not possible for the Town Council to meet the request in full, an award of a lesser amount may be offered.

Grants of up to £1,000 can be agreed by the Budget Committee, grants for more than £1,000 must be agreed at a Full Council meeting.

### 3. Members are recommended:

- a. To consider the application.
- b. If the application is approved, authorise the Clerk to inform the applicant and make the necessary arrangements for payment.



Thank you for applying for a grant from Longridge Town Council. Your application will be considered by a small Committee of Councillors who will make recommendations to Full Council.

The Committee will carefully consider your application, so please provide all the information requested. Please also supply any additional information you think will help Councillors understand your need for financial support. If you wish to discuss your application please contact Mike Hill, the Town Clerk, using the telephone number or email address below.

<b>Name of Organisation</b>	Longridge Cricket Club		
<b>Address of Organisation.</b> This should be the base if you have, or the venue where your activities are usually carried out.			
Longridge Cricket Club Chipping Road Longridge PR3 2RJ			
<b>Charity Number (if applicable).</b> If you are not a registered charity please enclose a copy of your constitution, and a copy of your most recent accounts.			
<b>Constitution attached</b>	<input checked="" type="checkbox"/> Yes	<b>Copy of accounts attached</b>	<input checked="" type="checkbox"/> Yes
<b>Charity Number</b>			
<b>Contact Name.</b> Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer.			
Nicola Wilkinson - executive committee, women and girls representative			
<b>Contact Address.</b> Of the person completing this form including post code.			
6 Bluebell Crescent Longridge pr3 2rq			



<b>Telephone:</b>	07527909112	<b>Mobile:</b>	
<b>Email:</b>	nicki.wilks10@gmail.com		
<b>Briefly describe the objectives of the organisation or group and how it benefits the residents of Longridge.</b>			
<p>Longridge Cricket Club has been at the heart of our community for many years, providing opportunities for players of all ages and abilities to engage in the sport. With the rapid growth of women and girls' cricket across the country, we are committed to expanding our women's and girls' section to ensure equal access to the game, high-quality coaching, and state-of-the-art training facilities.</p> <p>We believe that with the support of Longridge Town Council, we can make a significant difference in the development of women and girls' cricket in our area. By investing in coaching, facilities, and equipment, we can create a sustainable and successful program that empowers female cricketers and promotes gender equality in sport.</p>			
<b>Purpose for which any financial support is requested.</b>			
<p>We are seeking financial support from Longridge Town Council to help us further develop our women and girls' cricket program. The requested funding of up to £4,000 will be used to enhance coaching, improve training facilities, and purchase essential equipment to ensure our female cricketers have the best possible experience and opportunities to progress.</p> <p>Women's and girls' cricket is one of the fastest-growing sports in the UK, with increasing participation at grassroots and professional levels. National initiatives such as the ECB's Women's Big Cricket Month and The Hundred competition have helped generate enthusiasm and engagement. However, at the local level, continued investment is essential to ensure young girls and women have access to structured programs that encourage skill development, confidence, and long-term participation in the sport. Longridge Cricket Club is dedicated to fostering a thriving environment for women and girls to enjoy cricket, stay active, and develop their talents. Our commitment aligns with national efforts to increase diversity and inclusivity in sport, ensuring that cricket remains accessible and enjoyable for all.</p> <p>This investment will have a lasting impact on the local community by:</p> <ul style="list-style-type: none"><li>Encouraging more women and girls to participate in sport and lead active lifestyles.</li><li>Providing safe and inclusive spaces for female athletes to train and compete.</li><li>Strengthening the reputation of Longridge as a community that supports women's sports.</li><li>Creating opportunities for young players to transition into higher levels of cricket, contributing to the success of women's cricket at regional and national levels.</li></ul>			



**Longridge**  
Town Council

# Grant Application

## Amount Requested:

Please describe the level of financial support requested from the Council, and supply details of costs, including copies of invoices, quotations, price lists, or any additional information to show how you have arrived at the sum requested.

### Amount Requested

£ 4000

## Details:

The funding from Longridge Town Council will be allocated as follows:

Coaching Support (£1,500) – Hiring qualified coaches to provide specialized training for women and girls, focusing on skill development, game strategy, and confidence-building.

Training Facilities (£1,500) – Upgrading our training nets, improving pitch access, and ensuring we have safe and suitable environments for female cricketers to practice.

Equipment (£1,000) – Purchasing essential cricket gear, including bats, balls, protective clothing, and training aids to accommodate the growing number of players joining our club.

## Confirmation:

I/we agree that I/we will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place.

I confirm that the information given above is correct.

### Name of Applicant (please print)

NICOLA WILKINSON

### Signature of Applicant:


### Date:

26/03/2025

*Mike Hill*

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

 clerk@longridge-tc.gov.uk

 01772 782 461

 07855 183 444

 www.longridge-tc.gov.uk



# LONGRIDGE CRICKET CLUB CONSTITUTION

## 1. Name

The name of the Club is Longridge Cricket Club.

## 2. Club Purposes

The main purposes of the Club are to provide social facilities for, and to promote participation in, the amateur sport of cricket within the community.

## 3. Affiliation

- 3.1 The Club is affiliated to the England and Wales Cricket Board through the Lancashire Cricket Foundation.
- 3.2 The Club and its members shall ensure that members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket.
- 3.3 The Club shall adopt and implement the ECB Safe Hands – Cricket's Policy for Safeguarding Children and any future versions of the policy. The Club also has a separate club safeguarding Policy Statement, as required by the ECB.
- 3.4 The Club shall adopt and implement both the ECBs Cricket Unleashed Strategy and the ECB Club Inclusion and Diversity Policy and any future versions of these documents

## 4. Permitted means of advancing the Purposes

The Committee has the power to:

- 4.1 acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities;
- 4.2 provide coaching, training, medical treatment, and related social and other facilities;
- 4.3 take out any insurance for club committee, employees, contractors, players, guests and third parties;
- 4.4 raise funds by appeals, subscriptions, loans and charges;
- 4.5 borrow money and give security for the same, and open bank accounts;
- 4.6 buy, lease or licence property and sell, let or otherwise dispose of the same [provided that no disposal of George Newsham Memorial or Croft Howarth grounds

can be made without the prior written approval of the members voting at a general meeting];

- 4.7 make grants and loans and give guarantees and provide other benefits;
- 4.8 set aside or apply funds for special purposes or as reserves;
- 4.9 deposit or invest funds in any lawful manner;
- 4.10 employ and engage staff and others and provide services;
- 4.11 co-operate with any organisation, club, sporting body, government or government-related agencies; and
- 4.12 do all other things reasonably necessary to advance the purposes.

NONE of the above powers may be used other than to advance the purposes consistently with this constitution and the general law.

## **5. Membership**

- 5.1 Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of cricket.
- 5.2 The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will have an equitable pricing policy and will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- 5.3 The level of subscriptions will be decided by the Executive Committee from time to time and notified to the members.
- 5.4 The Club will have the following classes of membership:
  - 5.4.1 Full senior member- playing (voting)
  - 5.4.2 Executive committee member – (voting)
  - 5.4.3 Junior member (under the age of 18) (non-voting) – however a parent or guardian will be entitled to one vote (per parental group) but only if not already a voting member.
  - 5.4.4 Life member (voting)
  - 5.4.5 President (voting)
  - 5.4.6 Social member (non-voting)
- 5.5 Application for membership of the Club shall be by completion of a membership application form.

- 5.6 No person shall be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection for any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club Committee.
- 5.7 The Executive Committee may refuse membership, or remove it, at their discretion but only for good cause such as conduct or character likely to bring the Club or cricket into disrepute and:
- 5.7.1 The Executive Committee may only refuse to admit a new member if a resolution is passed at a meeting where the person in question has been notified in writing in advance and been given 14 days to submit written representations for the Committee to consider at the meeting. Appeal against a refusal of membership shall be to the Appeal Committee as detailed below.
- 5.7.2 The procedure for taking disciplinary action against a member, including removing membership, is dealt with in more detail below.
- 5.8 All members will be subject to the Codes of Conduct and by joining the Club will be deemed to accept these Codes of Conduct. A Code of Conduct for Members and Guests will be displayed prominently to ensure that all Club guests and non-member volunteers are aware of the code and the requirement to abide by it.
- 5.9 The Club Secretary will responsible for the club rules and procedures for keeping and storing securely a register of all members.
- 5.10 Membership is not transferable and shall cease on death.
- 5.11 A member may resign by written notice to the Club, but the return of any subscription paid is at the discretion of the Executive Committee.

## **6. All General Meetings**

- 6.1 All members may attend general meetings of the Club in person.
- 6.2 All members have voting rights as per para5.4.
- 6.3 Members must be given at least 14 clear days written notice of all general meetings.
- 6.4 The quorum for all general meetings is 20 members present or 30% of the total voting membership whichever is less.
- 6.5 If a quorum is not present within 15 minutes of the start of the meeting, the meeting will be adjourned to the following week at the same time and place or such other time and place as the Committee decide and any voting members attending the adjourned meeting will constitute a quorum.
- 6.6 The Chair or (in his or her absence) another member chosen at the meeting by the members shall preside.
- 6.7 Except as otherwise provided in this constitution every resolution shall be decided by a simple majority of valid voting members cast on a show of hands.

- 6.8 Formalities in connection with general meetings (such as how to put down resolutions and nominate candidates for election to the Committee) shall be decided by the Executive Committee and publicised to Club members.

## **7. Annual General Meetings**

The Club will hold an AGM once in every calendar year and not more than 15 months after the last AGM. At every AGM:

- 7.1.1 the members will elect a Committee including a Chair, Treasurer and Secretary ("the Officers") to serve until the next AGM [provided that no Committee member shall serve for more than five consecutive terms without spending one year out of office before being eligible for appointment again];
- 7.1.2 the Treasurer will produce accounts of the Club for the latest financial year audited as the Committee shall decide;
- 7.1.3 the Committee will present a report on the Club's activities since the previous AGM;
- 7.1.4 the members will appoint a suitable person to audit the accounts; and
- 7.1.5 the members will discuss and vote on any resolution (whether about policy or to change the Rules) and deal with any other business put to the meeting.

## **8. Extraordinary General Meetings (EGM)**

An EGM shall be called by the Secretary within 14 days of a request to that effect from the Committee or on the written request of not less than 10 members signed by them. Such EGM shall be held on not less than 14 nor more than 21 days' notice at a place decided upon by the Committee or in default by the Chair. If the Committee fails to call a meeting within 14 days of receiving a valid request from the members then the requisitionists may themselves call a meeting, the costs of which will be reimbursed by the Club.

## **9. The Executive Committee**

### **9.1 Role**

Subject to these Rules the Committee shall have responsibility for the management of the Club, its funds, property and affairs.

### **9.2 Property, etc.**

- 9.2.1 The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules [and all surplus income or profits are to be re-invested in the Club. No surpluses or assets will be distributed to members or third parties.]
- 9.2.2 The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Corporation Tax Act

2010 and the Community Amateur Sports Clubs Regulations 2015 (as modified by statute or re-enacted from time to time) (the “CASC Regulations”).

9.2.3 The Club may also in connection with the sports purposes of the Club:

- (a) sell and supply food, drink and related sports clothing and equipment;
- (b) employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
- (c) pay for reasonable hospitality for visiting teams and guests; and
- (d) indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

9.2.4 The Committee shall ensure that they take practical steps to comply with legislation relating to both The Equality Act 2010 and the safeguarding of children and vulnerable adults.

### 9.3 Composition, etc.

9.3.1 The Committee shall consist of at least [three] and not more than 12 members (including Officers and the Club Safeguarding Officer).

9.3.2 At least three of the Committee must be unrelated to each other and not co-habiting.

9.3.3 The Committee shall be elected by the members at the Annual General Meeting as detailed in clause [7].

9.3.4 The Committee members shall consider skills needed and diversity on the Committee.

9.3.5 The Committee may co-opt Club members (up to the maximum permitted number) to fill a vacancy or as an additional Committee member to serve until the end of the next AGM.

9.3.6 Any Committee member may be re-elected [or re-co-opted] without limit. The Committee may agree a process, for nominating and electing Committee members at the AGM.

9.3.7 A Committee member ceases to be such if he or she:

- (a) ceases to be a member of the Club; or
- (b) resigns by written notice to the Club; or
- (c) is removed by the Committee in accordance with clause [5.7] and [10].

#### 9.4 Committee Meetings

9.4.1 Whenever a Committee member has a personal interest in a matter to be discussed he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned. Conflicts of Interest must be recorded and minuted.

9.4.2 The Committee shall meet at least four times each year. The Committee may decide its own way of operating. Unless it otherwise resolves the following rules apply:

- (a) at least 4 Committee members must be present for the meeting to be valid;
- (b) Committee meetings may be held either in person or by telephone, televisual or other electronic or virtual means agreed by the Committee in which all participants may communicate simultaneously with all other participants;
- (c) the Chair or whoever else those present choose shall chair meetings;
- (d) decisions shall be by simple majority of those voting;
- (e) a resolution in writing signed by every Committee member shall be valid without a meeting; and
- (f) the chair of the meeting shall not have a casting vote.

9.4.3 The Committee shall appoint a Club Safeguarding Officer to ensure compliance with safeguarding legislation and the ECB Safe Hands policy. The Club Safeguarding Office shall be a Committee member and report to relevant Committee meetings and the reports, together with any action taken, must be minuted.

#### 9.5 Bank Account

Any bank account in which any part of the Club's funds are deposited shall be operated by the Committee and shall be held in the name of the Club. Unless regulations state otherwise, all cheques and orders for payment of money from such accounts must be signed by at least two people authorised by the Committee, including at least one Committee member.

#### 9.6 Delegation, etc.

The Committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Committee. The Committee may wind up any sub-committee at any time or change its mandate and operating terms.

## 9.7 Disclosure

Annual Club reports and statements of account must be made available for inspection by any member and all club records may be inspected by any Committee member.

## 10. **Removal of Membership, Discipline and Appeals**

10.1 Any complaints regarding the behaviour of members, guests or volunteers should be lodged in writing with the Secretary.

10.2 Any person that is the subject of a written complaint or appeal shall be notified of the procedures to be followed by the relevant committee in reasonable time to prepare for any hearing.

10.3 The Executive Committee shall appoint a disciplinary sub-committee (Disciplinary Sub-Committee) who will meet to hear complaints within 21 days of a complaint being lodged. Any person requested to attend a Disciplinary Sub-Committee shall be entitled to be accompanied by a friend or other representative and to call witnesses. The Disciplinary Sub-Committee has the power to take appropriate disciplinary action on behalf of the Committee, including the termination of membership or exclusion from Club premises.

10.4 The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the person against whom the complaint was made within 14 days following the hearing.

10.5 There shall be a right of appeal within 14 days of receipt of the disciplinary decision or decision to refuse membership:

10.5.1 against the Disciplinary Sub-Committee's findings or the sanction imposed or both; and

10.5.2 against the Executive Committee's refusal to admit a new member

in either case, the Executive Committee shall appoint an appeals committee ("Appeals Committee"). The Appeals Committee shall have a maximum of three members which shall not include members involved with the initial disciplinary hearing but may include non-members of the Club. The Appeals Committee shall consider the appeal within 21 days of the Secretary receiving the appeal. The individual who submitted the appeal shall be entitled to be accompanied by a friend or other representative and to call witnesses. The decision of the Appeals Committee shall be final and binding on all parties.

## 11. **Property Trustees**

11.1 Any property or assets of the Club may be vested in between two and five trustees. The trustees shall hold the same for and on behalf of the members of the Club.

11.2 The Executive Committee shall have power by notice in writing to appoint such trustees from the membership of the Club, and may remove them at any time, by resolution of the Executive Committee.

- 11.3 The trustees shall deal with the Club's property and assets as directed by the Executive Committee from time to time.
- 11.4 The trustees shall be entitled to be indemnified against any cost or expense properly incurred in dealing with the property or the assets out of the Club's funds.

## **12. Club Codes of Conduct**

The Committee may produce Codes of Conduct consistently and will publicise these to the members.

## **13. Notices**

- 13.1 Notices to be sent out in accordance with this constitution may be sent by hand, by post or by suitable electronic means and will be treated as being received:

- 13.1.1 24 hours after being sent by electronic means or delivered by hand to the relevant address;

- 13.1.2 Two clear days after being sent by first class post; or

- 13.1.3 Three clear days after being sent by second class post.

- 13.2 Notice of all general meetings must also be put on the Club's notice board(s) and website.

- 13.3 A technical defect in the giving of notice of which the members or the Committee are unaware at the time does not invalidate decisions taken at a meeting.

## **14. Amendments**

- 14.1 This constitution may be amended at a general meeting by resolution passed by two-thirds of the votes cast but not (if relevant) so as to jeopardise the Club's status as a Community Amateur Sports Club as first provided for by the CASC Regulations and not in any event to alter its purposes (unless the procedure set out in 14.2 has been followed) or winding up provisions.

- 14.2 The Club Purposes may be changed to include another eligible sport if the Executive Committee unanimously agree and the members also agreed the change by a 75% majority of votes cast.

## **15. Winding Up the Club**

- 15.1 The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.

- 15.2 The Executive Committee will then be responsible for the orderly winding up of the Club's affairs.

- 15.3 After settling all liabilities of the Club, any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

Adopted at the Annual General Meeting

at Longridge Cricket Club

on 2<sup>nd</sup> December 2024

Signed

Name                      Nick Gale, Chair LCC

Signature                .....

Witnessed              .....

Name                    Ian Simpson, Vice Chair LCC

Address.....

Contact tel 03457 60 60 60  
see reverse for call times  
Text phone 03457 125 563  
used by deaf or speech impaired customers  
www.hsbc.co.uk

### Your Statement

Mr N Gale  
Longridge Cricket Club  
Chipping Road  
Longridge  
Preston  
PR3 2RN



Account Summary	
Opening Balance	21,236.80
Payments In	30,404.74
Payments Out	22,836.63
Closing Balance	28,804.91
Arranged Overdraft Limit	10,000.00

1 February to 28 February 2025

International Bank Account Number  
GB84HBUK40372572160781  
Branch Identifier Code  
HBUKGB4108S

Account Name  
Longridge Cricket Club

Sortcode      Account Number      Sheet Number  
40-37-25      72160781      824

Your Charitable Bank Account details						
Date	Payment type and details			Paid out	Paid in	Balance
31 Jan 25		BALANCE BROUGHT FORWARD				21,236.80
01 Feb 25	CR	J Gregson				
		GREGSON T20			19.50	
	CR	OXBERRY D G & J L				
		Oxberry T20			37.50	
	CR	LORD C & WHEELER D				
		- L TRAYERS T20			52.00	
	BP	STOKER ANDREW J				
		T20 Stoker			32.50	
	CR	JONATHAN BIRCH				
		Birch T20			19.50	21,397.80
02 Feb 25	CR	Paymentsense Limit				
		DOJO02FEBLOC000001			100.40	
	BP	MARSDEN A				
		MARSDEN T20			16.25	
	CR	Tasnim Salya				
		Subs-Nakhuda x2			165.00	
	BP	JAMES&DOUGLAS				
		Subs O Douglas			75.00	
	BP	JAMES&DOUGLAS				
		T20 T Douglas			19.50	
	CR	GALE PAUL GALE D				
		GALESUBS			37.74	
	BP	Hatton C A				
		T20 Jones			37.50	
	BP	Hatton C A				
		Subs Jones			75.00	
		BALANCE CARRIED FORWARD				21,924.19

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 825

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>21,924.19</b>
	BP SHAIK SS			
	Subs:Shaik		105.00	
	BP SHAIK SS			
	Kit shaik		36.00	
	CR CROFT A			
	CROFT HARRIET		75.00	
	CR CROFT A			
	CROFT HARRIET		16.25	
	CR J Gregson			
	GREGSON subs		115.00	
	BP PATEL K			
	Anjan Brothers		165.00	
	CR STAMFORD A			
	Subs STAMFORD		105.00	
	CR ANTHONY PROCTER			
	SUBS/ HPROCTER		75.00	22,616.44
03 Feb 25	CR CHATTERJEE S & U			
	SUBS CHATTERJEE		55.00	
	CR MRS DANIELLE L TYS			
	012 TYSON U9		9.50	
	CR Paymentsense Limit			
	DOJO03FEBLOC000001		11,117.72	
	CR J Gregson			
	GREGSON White kit		36.04	
	CR N Wilkinson			
	NICK + NICKI kit		73.34	
	CR N Wilkinson			
	Nick Wilks T20		94.25	
	CR Weepman Colette			
	WEEPMAN SUBS		75.00	
	CR Weepman Colette			
	WEEPMAN SUBS		16.25	
	CR WILKINSON-HALL TW			
	Tim WH		38.62	
	CR Christie Zachary			
	ZC SUBS		115.00	
	CR CHATTERJEE S & U			
	SUBS CHATTERJEE		50.00	
	CR Stephen Marle			
	T20topMatildaMarle		16.25	
	CR Stephen Marle			
	T20topSydMarle		39.00	
	BP JAMES&DOUGLAS			
	Kit H Haworth		32.00	
	<b>BALANCE CARRIED FORWARD</b>			<b>34,384.41</b>

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 826

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>34,384.41</b>
	CR Hyde Aimee			
	LEO HYDE SUBS		105.00	
	CR PATHAN S			
	MOIN PATHAN		105.00	
	CR PATHAN S			
	MOIN PATHAN KIT		36.00	
	BP PATEL K			
	Anjan Brothers-kit		64.00	
	CR D Morley			
	SUBS MORLEY x2		190.00	
	CR TYSON IJ & DL			
	Tyson T20		41.00	34,925.41
04 Feb 25	DD GOCARDLESS	96.00		
	DD PNET4999965-1	31.95		
	BP Hills Fine Foods			
	Long Cricket C	36.66		
	CR JACQUES PD			
	KIT A JACQUES		36.00	
	CR K Porter			
	Porter110725		120.00	
	CR Christie Zachary			
	ZC KIT		125.27	35,042.07
05 Feb 25	BP Lancaster Brewery			
	LON015	31.20		
	CR CHATTERJEE S & U			
	Kit CHATTERJEE		32.00	
	BP Kitlocker			
	OFF-wfbp087158-PF3	5,116.46		
	CR SMITH RM			
	RUTH SMITH		120.00	
	CR D Morley			
	KIT MORLEY X2		64.00	30,110.41
06 Feb 25	DD NEST	48.27		
	BP Zac Procter			
	Long CC	40.00		
	CR A Richardson			
	RICHARDSON subs		310.00	
	CR A Richardson			
	RICHARDSON Kit		163.96	
	CR A Richardson			
	RICHARDSON T20		34.50	
	BP Zac Christie			
	100 Club	50.00		
	<b>BALANCE CARRIED FORWARD</b>			<b>30,480.60</b>

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 827

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>30,480.60</b>
	TFR 402366 50006440			
	INTERNET TRANSFER		50.00	
	CR N Wilkinson			
	Nick+nicki subs		180.00	
	CR LLEW K + LLEW M			
	SIGN ON LLEWELLYN		75.00	
	CR LLEW K + LLEW M			
	KIT LLEWELLYN		35.82	
	BP MILLW J C			
	Millward		115.00	
	CR TREVALYAN MA			
	SUBSMATT TREVALYAN		115.00	
	CR HALL DN			
	JUNIORMATHILDAHALL		32.00	
	CR MRS T M & MR S A M			
	SUBS MURPHY		105.00	
	CR Weepman Colette			
	WEEPMAN KIT		16.50	
	BP Hatton C A			
	Kit Isaac Jones		35.82	31,240.74
07 Feb 25	CR A Hindle			
	Subs A.Hindle		75.00	
	CR A Hindle			
	Whites A.HINDLE		37.52	
	CR A Hindle			
	T20 A.HINDLE		19.50	
	CR DENBY T			
	Tom denby kit		35.82	
	CR TREVALYAN MA			
	KIT MATT TREVALYAN		35.82	
	CR Ribble Valley Buil			
	Sponsorship		3,000.00	
	BP Lancs Jnr Cricket			
	Longridge CC	110.00		
	BP Lancs Jnr Cricket			
	Longridge CC 2025	100.00		
	CR TYSON IJ & DL			
	TYSON KIT		35.82	
	BP Baines heather			
	LCC 100 Club	100.00		
	TFR 402366 50006440			
	INTERNET TRANSFER		100.00	
	BP JAMES&DOUGLAS			
	Subs T Douglas		37.50	
	<b>BALANCE CARRIED FORWARD</b>			<b>34,307.72</b>

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 828

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>34,307.72</b>
	CR CONNAUGHTON N M			
	CONNAUGHTON subs		105.00	
	CR MERCER FG			
	MERCER070225		120.00	
	CR MRS T M & MR S A M			
	KIT MURPHY		36.00	
	CR CONNAUGHTON N M			
	Kit: CONNAUGHTON		32.00	34,600.72
08 Feb 25	BP Woods S E			
	Subs: Woods		105.00	34,705.72
09 Feb 25	CR Paymentsense Limit			
	DOJO09FEBLOC000001		5,257.36	
	CR GREGORY LINDLEY			
	Noah LINDLEY		32.00	
	BP Woods S E			
	Kit:Woods		32.00	
	CR Richard Emmett			
	Subs:AlfieEmmett		75.00	
	CR NAGLA HM			
	Subs : Nagla		75.00	40,177.08
10 Feb 25	BP Myerscough college			
	051852	256.00		
	BP Fylde Coast Cricke			
	Longridge CC	70.00		
	BP Matthew Joyce			
	Decorating	530.00		
	BP Vicki Hardacre			
	LCC 100 club	100.00		
	BP Brian Simpson			
	LCC 100 club	25.00		
	TFR 402366 50006440			
	INTERNET TRANSFER		125.00	
	BP Emma Wilkinson Hal			
	LCC 100 Club	50.00		
	CR CONNAUGHTON N M			
	KIT: CONNAUGHTON		4.00	
	BP Woods S E			
	Kit:Woods		4.00	
	CR GREGORY LINDLEY			
	Noah LINDLEY		4.00	39,283.08
11 Feb 25	TFR 402366 50006440			
	INTERNET TRANSFER		37.50	
	TFR 402145 50052582			
	INTERNET TRANSFER		13.21	
	<b>BALANCE CARRIED FORWARD</b>			<b>39,333.79</b>

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 829

Your Charitable Bank Account details				
Date	Payment type and details		Paid out	Paid in
	CR	<b>BALANCE BROUGHT FORWARD</b>		<b>39,333.79</b>
		Bateman Matthew		
		SUBS BATEMAN		75.00
	CR	Bateman Matthew		
		KIT BATEMAN		32.00
12 Feb 25	DD	PRIMO DRINKS	650.87	
	DD	HMRC E VAT	2,814.28	
	BP	KHAN A		
		Subs Khan		75.00
	BP	KHAN A		
		Kit Khan		36.00
13 Feb 25	BP	JEFFREY&JEFFREY		
		Subs Jeffrey		75.00
14 Feb 25	BP	Fylde Coast Cricke		
		Longridge CC u11	35.00	
	BP	graham kelsall		
		lcc Mandie Walker	50.00	
15 Feb 25	CR	GREENALL MT		
		GREENALLSUBS		115.00
	CR	GREENALL MT		
		GREENALLKIT		32.57
16 Feb 25	BP	Bobby Denning		
		LCC to 12 Feb 25	400.00	
	CR	ARENAHALI KUMAR		
		Amay Kumar		80.00
17 Feb 25	DD	JRGASES-LANCS BEER	37.08	
	DD	CATHEDRAL HYGIENE	48.36	
	BP	WATER PLUS		
		4073146795	662.55	
18 Feb 25	CR	D Taberner		
		SUBS TABERNER JONE		105.00
19 Feb 25	DD	EMS	49.32	
20 Feb 25	DD	GASKELLS WASTE SER	23.40	
	DD	GASKELLS WASTE SER	93.60	
	CR	ANDY DODD 100 CLUB		
		Dodd V&A		5.00
21 Feb 25	DD	RMS LTD	15.54	
	DR	TOTAL CHARGES		
		TO 30JAN2025	5.00	
	BP	ROBIN OATRIDGE		
		LO02/PW	185.70	
22 Feb 25	CR	Paymentsense Limit		
		DOJO22FEBLOC000001		935.62
23 Feb 25	CR	Paymentsense Limit		
		DOJO23FEBLOC000001		197.90
		<b>BALANCE CARRIED FORWARD</b>		<b>36,027.18</b>

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 830

Your Charitable Bank Account details					
Date	Payment type and details		Paid out	Paid in	Balance
		BALANCE BROUGHT FORWARD			36,027.18
24 Feb 25	CR	FOGDEN C & F			
		FOGDEN SUBS		295.00	36,322.18
	CR	Paymentsense Limit			
		DOJO24FEBLOC000001		494.44	
	CR	D Sutton			
25 Feb 25		SUTTON SUBS		200.00	
	CR	BILLINGTON P & R			
		BILLINGTON SUBS		55.00	
	CR	BILLINGTON P & R			
		Kit: Billington		36.00	37,107.62
26 Feb 25	DD	PNET5197103-1	58.69		
	BP	MILLW J C			
27 Feb 25		MillwardT20		91.00	37,139.93
	DD	PRIMO DRINKS	1,516.06		
	CR	Paymentsense Limit			
		DOJO26FEBLOC000001		78.10	
	CR	HASHMI SMM			
28 Feb 25		Sub: E & Y HASHMI		165.00	
	CR	HASHMI SMM			
		SUB: E HASHMI		32.00	
	CR	HASHMI SMM			
		SUB: Y HASHMI		32.00	35,930.97
	CR	WOOD TJ			
		T WOOD SUBS		115.00	
	CR	Paymentsense Limit			
		DOJO27FEBLOC000001		112.10	
	BP	Kitlocker			
		OFF-1tmm087336-PF2	3,458.95		
	BP	Kitlocker			
		OFF-invs087343-PF2	4,005.30		
	BP	R Fox			
		April - LCC	360.00		
29 Feb 25	BP	Myerscough college			
		051752	128.00		
	BP	ZOE L ADAMSON			
		LONGRIDGE CC	269.36		
	BP	Vicki Hardacre			
		Long cricket club	534.45		
	BP	Ted Gale			
		Long Cricket Club	174.03		
	BP	Ethan holding blac			
		Longridge CC	51.60		
30 Feb 25	BP	Emily mcgevor			
		LCC	34.32		
		BALANCE CARRIED FORWARD			27,142.06

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode** 40-37-25 **Account Number** 72160781 **Sheet Number** 831

Your Charitable Bank Account details				
Date	Payment type and details	Paid out	Paid in	Balance
	<b>BALANCE BROUGHT FORWARD</b>			<b>27,142.06</b>
	BP Hills Fine Foods			
	Long Cricket C	46.38		
	BP Lukeys sports			
	Longridge CC	120.00		
	CR WOODBURN ER			
	Woodburn Academy		40.00	
	CR ZACHARY PROCTER			
	AcademyProcter		10.00	
	CR HOLLINGHURST R J			
	R.HURST ACADEMY		10.00	27,035.68
28 Feb 25	DD DOJOUK	190.65		
	DD GOCARDLESS	21.60		
	CR Paymentsense Limit			
	DOJO28FEBLOC000001		914.43	
	CR Kyle Helm			
	Sent from Revolut		62.05	
	TFR 402366 50006440			
	INTERNET TRANSFER	5.00		
	CR WILKINSON NS			
	GW kit and sign on		112.00	
	CR DOWNTHTWAITE HW			
	Academy H Dowie		30.00	
	CR STREET P+M			
	SUBS STREET		80.00	
	CR STREET P+M			
	KIT + STREET		64.00	
	CR D Taberner			
	Kit Tabs Jones		32.00	
	CR R Cattermole			
	Subs Cattermolex2		135.00	
	CR R Cattermole			
	KIT CATTERMOLLEX2		68.00	
	BP Hopcraft AJ			
	Hopcraft/subs		105.00	
	CR ROSCOW M S			
	ROSCOW HIRE 16TH		50.00	
	CR FISHER A & A			
	Subs - G Fisher		80.00	
	CR LORD C & WHEELER D			
	- L TRAYERS		20.00	
	CR Lewis Garstang			
	Garstang Academy		20.00	
	CR A Blundell			
	Subs- Blundell		100.00	
	<b>BALANCE CARRIED FORWARD</b>			<b>28,690.91</b>

**1 February to 28 February 2025**

## Your Statement

**Account Name**  
Longridge Cricket Club

**Sortcode**   **Account Number**   **Sheet Number**  
40-37-25   72160781   832

<b>Your Charitable Bank Account details</b>				
<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>28,690.91</b>
CR	A Blundell			
	BLUNDELL KIT		7.00	
CR	D Holliday			
	Subs - Holliday		75.00	
CR	D Holliday			
	Kit - HOLLIDAY		32.00	28,804.91
<b>28 Feb 25</b>	<b>BALANCE CARRIED FORWARD</b>			<b>28,804.91</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER</i> <i>variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR</i> <i>variable</i>
Credit interest is not applied			upto	10,000	8.84%
			over	10,000	21.34%

## Business Banking Customers

### Interest and Charges

Your Business Banking Terms & Conditions cover how and when we apply interest and charges.

Details of our charges are available in our Business Price List or your individual price list if we've agreed one with you. Details of the debit interest we charge and credit interest we pay are available from our website – see Additional Information below. None of our business current accounts pays interest when in credit unless we individually agree a rate with you.

### Overdrafts

#### Arranged overdraft:

This is where we agree in advance to provide an overdraft limit on your account before you make any transactions that take your account overdrawn, or over your existing arranged overdraft limit. Interest rates are individually agreed and will apply until otherwise agreed or the overdraft is cancelled. Rates are linked to the Bank of England base rate but if the base rate falls below zero, we'll treat it as zero.

For details of our fees and charges, please refer to your Business Overdraft agreement.

#### Unarranged overdraft:

This is where you make a payment or we take an amount from your account and you don't have enough money in the account to cover it or it exceeds your existing arranged overdraft limit. When you don't have an arranged overdraft limit, we'll charge our Business Standard Debit Interest Rate on any debit balances. When you have an existing arranged overdraft and go over its limit, we'll charge interest at the rate we've agreed with up to your arranged overdraft limit and will charge our Business Standard Debit Interest Rate on any balance over your arranged overdraft limit.

For information on our debit interest rates, see Additional Information below.

### Your debit card

For debit card charges, please refer to the Business Price List. This details the standard charges for our business accounts, but doesn't apply if we've agreed different prices with you. For information about how foreign currency transactions are converted to sterling, please refer to the Business Banking Terms & Conditions.

### Additional Information

A copy of our Business Price List and the Business Banking Terms & Conditions can be found on our website at [business.hsbc.uk/legal](https://business.hsbc.uk/legal).

Information on our savings accounts interest rates and Business Standard Debit Interest Rate can be found on our website at [business.hsbc.uk/interest-rates](https://business.hsbc.uk/interest-rates).

This information is also available in our branches or by calling us on 03457 60 60 60 (+44 122 626 0878 if you're calling from outside the UK). Lines are normally open Monday to Friday, 8:00am to 8:00pm and Saturday, 8:00am to 2:00pm (subject to change over certain periods). If you need a Text Relay service, you can download the 'Relay UK' app and call our number from within it.

Details of the interest rates we pay and charges are also separately available through these channels.

To help us continuously improve our service and in the interests of security, we may monitor and/or record your conversation with us.

## Business and Personal Banking Customers

### Lost and Stolen Cards

If any of your cards are lost or stolen and you're a business account customer, please call 0800 032 7075. If you're a personal account customer, please call 0800 085 2401 or call 0800 085 2403 if you're a Private Banking client or Premier customer. If you're calling from outside the UK, please call us on +44 1442 422 929. Lines are open 24 hours.

### Dispute Resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you're not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you don't take up your problem with us first, you won't be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

## Accessibility

Do you need this information in a different format?

Our online banking services can be used with your own personal assistive technology. You can access your information and contact us via live chat in a way that suits you. Find out more about our online banking at: [hsbc.co.uk/ways-to-bank/online-banking](https://hsbc.co.uk/ways-to-bank/online-banking).

We can send this information in large print, braille, or audio. You can speak to us by visiting one of our branches, or by giving us a call. We also work with third parties such as SignVideo who provide services such as Text Relay and British Sign Language (BSL) Video Relay. Please visit [hsbc.co.uk/accessibility](https://hsbc.co.uk/accessibility) to find out more. Business Banking customers can visit [business.hsbc.uk/accessibility](https://business.hsbc.uk/accessibility) or [business.hsbc.uk/contact-us](https://business.hsbc.uk/contact-us). Personal Banking customers can visit [hsbc.co.uk/accessibility](https://hsbc.co.uk/accessibility) or [hsbc.co.uk/contact](https://hsbc.co.uk/contact).

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## Personal Banking Customers

### Interest

Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable.

Overdraft interest is charged on the cleared debit balance of your account, it accrues during your charging cycle (usually monthly) and is deducted from your account following the end of your charging cycle. Before we deduct debit interest, we will give you at least 14 days' notice of the amount to be deducted.

### Overdrafts

#### Arranged overdraft:

Where we agree an overdraft limit in advance which lets you go overdrawn to spend up to that limit.

#### Unarranged overdraft:

When you make a payment that takes your account overdrawn if you don't have an arranged overdraft or takes your account over your arranged overdraft limit.

### Monthly cap on unarranged overdraft charges

- Each current account will set a monthly maximum charge for:
  - going overdrawn when you have not arranged an overdraft; or
  - going over/past your arranged overdraft limit (if you have one).
- This cap covers any:
  - interest and fees for going over/past your arranged overdraft limit;
  - fees for each payment your bank allows despite lack of funds; and
  - fees for each payment your bank refuses due to lack of funds.

The monthly cap on unarranged overdraft charges for HSBC Premier with retained Jade Benefits Bank Account, HSBC Premier Bank Account, HSBC Advance Bank Account, HSBC Bank Account and HSBC Graduate Bank Account is £20.

The monthly cap on unarranged overdraft charges for the HSBC Private Banking Account is £10,000.

The monthly cap on unarranged overdraft charges is not applicable to Basic Bank Account, Student Bank Account and MyAccount as these accounts do not incur unarranged overdraft charges.

### Your debit card

For debit card charges and how foreign currency transactions are converted to sterling please refer to the Personal Banking Terms and Conditions and Charges.

For Private Banking Account clients, please refer to the Private Banking Banking Services Terms and Conditions.

### Customer service

You can chat with us 24/7 via Online Banking and the HSBC UK Mobile Banking App. Telephone Banking lines are open 8:00am to 8:00pm 365 days a year. Our 24-hour automated Telephone Banking, Online Banking and Mobile Banking are subject to maintenance periods. Calls may be monitored or recorded for quality purposes.



# Grant Application

Thank you for applying for a grant from Longridge Town Council. Your application will be considered by a small Committee of Councillors who will make recommendations to Full Council.

The Committee will carefully consider your application, so please provide all the information requested. Please also supply any additional information you think will help Councillors understand your need for financial support. If you wish to discuss your application please contact Mike Hill, the Town Clerk, using the telephone number or email address below.

<b>Name of Organisation</b>	Suicide Awareness/Prevention UK		
<b>Address of Organisation.</b> This should be the base if you have, or the venue where your activities are usually carried out.			
1 Haslington Road, Blackburn BB1 2FD			
<b>Charity Number (if applicable).</b> If you are not a registered charity please enclose a copy of your constitution, and a copy of your most recent accounts.			
<b>Constitution attached</b>	See below	<b>Copy of accounts attached</b>	Y/Yes
<b>Charity Number</b>	SPUK Charity 1187866		
<b>Contact Name.</b> Person completing this form. Please indicate your role within the organisation or group e.g. Secretary, Treasurer.			
Danielle Shaw - CEO			
<b>Contact Address.</b> Of the person completing this form including post code.			
28 Lapwing Avenue, Longridge Preston, PR3 3DB			
<b>Telephone:</b>		<b>Mobile:</b>	07732043367
<b>Email:</b>	danielle@suicideapuk.co.uk		



**Briefly describe the objectives of the organisation or group and how it benefits the residents of Longridge.**

Suicide Prevention UK is a charity that helps anyone with thoughts of suicide via telephone (National Suicide Prevention Helpline UK), social media & out in the community. We use our training in crisis intervention to offer supportive listening to start a dialogue and to encourage more hopeful solutions than suicide.

We are working within the Longridge Civic Hall

**Purpose for which any financial support is requested.**

Funds towards marketing, hall hire, marketing stock for:

- A for a suicidal seminar. September is Suicide Prevention Month.
- Walk and talk events every 4-6 weeks, breakfast plus transport.
- Safe spaces 2-4 every month

**Amount Requested:**

Please describe the level of financial support requested from the Council, and supply details of costs, including copies of invoices, quotations, price lists, or any additional information to show how you have arrived at the sum requested.

**Amount Requested**

£3,000

Venue hire for 1 year – up to £1,500

Transport costs – up to £500

Marketing for all events up to £1,000 including printing

Stock for all events up to £1,000

**Confirmation:**

Confirmation: I/~~we~~ agree that I/~~we~~ will repay to the Council any grant awarded if the project for which the grant has been awarded does not take place.

I confirm that the information given above is correct.

**Name of Applicant (please print)**

Danielle Shaw

**Signature of Applicant:**

D. Shaw

**Date:** 26/02/25



## Suicide Prevention UK

Charity number: 1187866



Charity reporting is up to date (on time)

### Activities - how the charity spends its money

Suicide Prevention UK is a charity that helps anyone with thoughts of suicide via telephone (National Suicide Prevention Helpline UK), social media & out in the community. We use our training in crisis intervention to offer supportive listening to start a dialogue and to encourage more hopeful solutions than suicide.

### Income and expenditure

Data for financial year ending 29 February 2024

**Total income: £378,244**

**Total expenditure: £283,109**

#### People



**7 Trustee(s)**

**50 Volunteer(s)**

### Employees with total benefits over £60,000

No employees have total benefits over £60k for this charity

#### Fundraising

No information available

#### Trading

This charity does not have any trading subsidiaries.

#### Trustee payments

No trustees receive any remuneration, payments or benefits from the charity.

Report of the Directors and Unaudited Financial Statements

for the year ended 29 February 2024

for

SUICIDE AWARENESS PREVENTION UK CIC

SUICIDE AWARENESS PREVENTION UK CIC  
Content page  
For the year ended 29 February 2024

Business Information	1
Directors' Report	2
Income statement	3
Statement of financial position	4
Notes to the Accounts	5

SUICIDE AWARENESS PREVENTION UK CIC  
Business information  
For the year ended 29 February 2024

<b>Directors</b>	Nichola Dean Kirsty Finnie Danielle Faye Shaw Liberty Anne Ralphs Amy Sarah Richards Rebecca Sherwin Heidi Barber Kirsty Leigh Martin
<b>Registered Number</b>	12438544
<b>Registered Office</b>	Evolution Park Haslingden Road Blackburn BB1 2FD

SUICIDE AWARENESS PREVENTION UK CIC  
Director's report  
For the year ended 29 February 2024

The directors present their report and accounts for the year ended 29 February 2024.

**Directors**

The directors who served the company throughout the year were as follows:

Nichola Dean  
Kirsty Finnie  
Danielle Faye Shaw  
Liberty Anne Ralphs  
Amy Sarah Richards  
Rebecca Sherwin  
Heidi Barber  
Kirsty Leigh Martin

Signed on behalf of the board

-----  
Danielle Faye Shaw  
Director

Date approved: 26 December 2024

SUICIDE AWARENESS PREVENTION UK CIC  
Income statement  
For the year ended 29 February 2024

	<b>2024</b> <b>£</b>	<b>2023</b> <b>£</b>
Turnover	6,746	18,870
Cost of raw materials and consumables	(954)	-
Staff costs	-	(528)
Other charges	(7,569)	(18,652)
<b>Profit/Loss for the financial year</b>	<u><b>(1,777)</b></u>	<u><b>(310)</b></u>

SUICIDE AWARENESS PREVENTION UK CIC  
Statement of financial position  
As at 29 February 2024

	£	2024 £	£	2023 £
Current assets	2,732		3,903	
Creditors: amount falling due within one year	(6,680)		(4,133)	
<b>Net current assets</b>		<b>(3,948)</b>		<b>(230)</b>
<b>Total assets less current liabilities</b>		<b>(3,948)</b>		<b>(230)</b>
Accrued liabilities		(479)		(2,419)
<b>Net assets</b>		<b>(4,427)</b>		<b>(2,649)</b>
 <b>Capital and reserves</b>		 <b>(4,427)</b>		 <b>(2,649)</b>

1. For the year ended 29 February 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.
2. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the companies act 2006.
3. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Signed on behalf of the board of directors:

-----  
Danielle Faye Shaw  
Director

Date approved: 26 December 2024

# SUICIDE AWARENESS PREVENTION UK CIC

## Notes to the accounts For the year ended 29 February 2024

### **Statutory Information**

SUICIDE AWARENESS PREVENTION UK CIC is a private limited company, limited by guarantee, domiciled in England and Wales, registration number 12438544, registration address Evolution Park, Haslingden Road, Blackburn, BB1 2FD, United Kingdom.

The presentation currency is £ sterling.

### **1. Accounting Policies**

#### **Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the FRS 105 Financial Reporting Standard for Micro Entities (effective January 2016).

### **2. Average number of employees**

Average number of employees during the year was 0 (2023: 0).

# Agenda Item 8

## For Decision/Discussion



Longridge  
Town Council

<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	Mayor Making ( <i>Annual Meeting of the Town Council</i> )
<b>Submitted by:</b>	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

For members to consider a request by Cllr. Jameson (mayor elect) to change the date and venue of the Annual Meeting of the Town Council, currently scheduled for May 14 2025 to Thursday 15 May and for the venue to be St. Wilfrid's Terrace Members Club, Longridge.

### 2. Background.

Each May Longridge Town Council holds its Mayor Making Ceremony, also known as the Annual Meeting of the Council. This a significant event in the Council's civic calendar and the election of the mayor is the focal point, symbolising a new leadership. The Mayor, Councillors, Town Clerk, and accompanying dignitaries process with full regalia, adding grandeur to the occasion.

During the meeting:

- Councillors formally elect the Mayor and Deputy Mayor, along with committee members and chairs of committees for the forthcoming year.
- The new Mayor delivers a speech outlining their vision for the community, while the outgoing Mayor reflects on their tenure.

Once the Mayor Making Ceremony is complete, the formal and routine business of the council proceeds. The ceremony can be followed by a reception, fostering camaraderie among council members and guests.

### 3. Date and Venue.

The Annual Meeting of the Town Council has to take place in May, however there is no requirement that the meeting takes place in the council offices. Many town councils choose to hold their Mayor Making ceremonies in various locations. If the Town Council wished to hold their Mayor Making ceremony outside the normal venue, they need to ensure they provide adequate notice of the location to council members and the public.

### 4. Legal Considerations

Under the Local Government Act 1972 (LGA 1972), which governs parish and town council meetings in England, there are specific guidelines regarding meeting venues. Section 17(1) stipulates that meetings should not take place in premises licensed to sell alcohol unless no other suitable room is available free of charge or at a reasonable cost. This restriction aims to maintain the professionalism and neutrality of council proceedings, avoiding any perception of impropriety or undue influence associated with alcohol consumption.

To hold the Annual Meeting in a venue that sells alcohol, the Council must demonstrate that no alternative, non-licensed venue is available or affordable. The Civic Hall, a community-run facility with a licensed bar, is an option, though its bar would need to be closed during the meeting to comply with LGA 1972.

## **5. Conclusion**

Holding the Council's Annual Meeting in a venue that sells alcohol is legally permissible only under exceptional circumstances where no suitable alternative exists. Given the availability of the Station Buildings and Civic Hall, both of which meet practical and legal needs, there is little justification for choosing a licensed premises.

## **6. Members are recommended:**

To consider the request by Cllr. Jameson to change the date and venue of the Mayor Making meeting as set out in the report.

# Agenda Item 9

## For Decision/Discussion



Longridge  
Town Council

<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	Town Council Newsletter
<b>Submitted by:</b>	Clerk and Responsible Financial Officer and Cllr. Smith

### 1. Purpose of the report.

For members to approve the publication of a Town Council Newsletter as set out below.

### 2. Introduction.

Longridge Town Council serves as the voice of its approximately 7,724 residents (2011 Census), managing local issues, representing community interests, and fostering engagement. Effective communication is essential to fulfilling these responsibilities. This report outlines the reasons why the Council should produce a regular newsletter, and proposes that Councillor Philip Smith take the lead, assisted by the Town Clerk.

### 3. Reasons for Producing a Regular Newsletter.

#### **Enhancing Transparency and Accountability:**

A newsletter provides a direct channel to inform residents about Council decisions, projects, and financial updates (e.g., precept allocation). For example, it could detail progress on initiatives like Townley Gardens.

Regular updates demonstrate accountability, addressing potential perceptions of opacity in local governance and building trust with the electorate.

#### **Boosting Community Engagement:**

Longridge's close-knit community values involvement, as seen in events like the Field Day, Soap Box Derby and Remembrance Sunday. A newsletter can publicise opportunities for participation, and encourage residents to contribute ideas and feedback.

#### **Providing Timely Information:**

Residents need updates on practical matters, such as road closures, devolution, and planning matters. A newsletter ensures this information reaches households promptly, complementing digital channels that may not reach all demographics, like those less active online. Seasonal updates, such as summer events or winter safety tips, keep the community informed year-round.

#### **Cost-Effective Communication:**

Compared to ad-hoc mailings or reliance solely on social media, a regular newsletter consolidates information into a single, affordable format. Digital distribution reduces printing costs, while limited physical copies can target areas with lower internet access thus ensuring inclusivity. With Councillor Philip Smith leading and the Town Clerk assisting, existing staff resources can manage production, minimising additional expenditure.

### **Promoting Local Services, Businesses, Sports Clubs and Schools:**

The newsletter can showcase Council-supported amenities like the Heritage Centre and the Civic Hall as well as local sport clubs and schools highlighting exam results and sport days.

## **4. Implementation**

**Leadership:** Councillor Philip Smith, with his commitment to community outreach, is well-positioned to spearhead this initiative. His role will involve setting the newsletter's tone, garnering and prioritising content, and ensuring it reflects resident needs.

**Support:** The Town Clerk, will assist by coordinating contributions, managing distribution (e.g., via email or the Council website), and ensuring compliance with data protection laws (e.g., GDPR for subscriber lists).

**Frequency and Format:** A quarterly newsletter balances regularity with practicality, covering key updates without overburdening resources. A simple digital PDF, with optional print runs for key locations (e.g., the library or Civic Hall), ensures accessibility.

**Content:** Suggested sections include Council news, event listings, resident spotlights, and a feedback corner to encourage two-way communication.

## **5. Conclusion**

Producing a regular newsletter is a strategic move for the Town Council to enhance transparency, engage residents, deliver timely updates, and promote local vitality—all at a manageable cost. The newsletter will reinforce Longridge's identity as a proactive, resident-focused town, ensuring all voices are informed and heard.

This initiative promises to elevate the Council's visibility and responsiveness, benefiting both governance and community spirit in Longridge.

## **6. Members are recommended to:**

- a. Approve the newsletter project.
- b. Nominate Councillor Philip Smith as lead and the Town Clerk as assistant.
- c. Set a launch date for the first issue as July 2025 with a quarterly schedule.
- d. Allocate a small budget for initial design and limited printing, transitioning to primarily digital distribution.

# Agenda Item 11

## For Information



Longridge  
Town Council

<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	VE Day Commemorations - Update
<b>Submitted by:</b>	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

To update members on plans for the VE Day Commemorations.

### 2. Update.

<b>Planned Activities</b>
LHCT have organised a PowerPoint presentation that will be shown on a rolling loop on the large screen in the Conference Room from May 3 to May 9.
Stage Door planning a film show on May 5.
Business to be contacted regarding a window display running from 2 May to 9 May.
Corps of Drums: Performing May 3 at Civic Hall and May 8 Station Buildings.
Longridge Band: Performing 8 May Station Buildings.
Dancing Troupe: Performing May 3 at Civic Hall and May 8 Station Buildings.
Vintage Vehicles: On display May 3 and May 8.
Pavement Hopscotch: Starts second week April.
Handbell ringing: May 8 Station Buildings
<b>Bunting, Banners and Flags</b>
Flags (from Field Day) and new VE banners installed on column brackets along Berry Lane and Stonebridge
Bunting (from Field Day) installed outside the Civic Hall, Station Building and fronting Townley Gardens.
New VE Commemorative flag to be flown on May 8.

### 3. May 8 Events and Timings

The table below shows the timing for Thursday 8 May.

09.00	18:30	18:45	19:15	19-45 20-15	20:30	20:45 21:15	21:30
Raise VE Flag	Church Bells	Dancing Troupe	Drum Corps	Longridge Band	Bell ringing	Longridge Band	Beacon Mayor Speaks
Garden	National	Outside Office	Outside Office	Outside Office	Outside Office	Outside Office	Garden Area

### 4. Members are recommended:

To note the report.





<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	Planning Matters - Relating to Longridge
<b>Submitted by:</b>	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

To inform members of planning matters since the last meeting.

Members are reminded that the weekly lists of applications registered and decided are available to view on the RVBC website: [https://www.ribbonvalley.gov.uk/weekly\\_lists](https://www.ribbonvalley.gov.uk/weekly_lists)

**Note.** The following types of applications are not for consultation and are therefore excluded from the lists below: Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.

### 2. Applications Registered by RVBC since the last Full Council Meeting.

<b>Application:</b>	3/2025/0095 – 7 March 2025 Applications for full consent
<b>Proposal:</b>	Proposed erection of a part single-storey and part two-storey dwelling of exceptional design quality (NPPF 84e) with associated landscaping, habitat restoration, change of use of land to residential curtilage and access from higher Road, together with the creation of a small visitor car park for members of the public to view the remains of the Roman road to be preserved (if feasible) within the site
<b>Location:</b>	Land at Higher Road Longridge PR3 2YX

<b>Application:</b>	3/2025/1035 – 7 March 2025 Prior notification
<b>Proposal:</b>	Proposed single-storey, pitched-roof extension to rear 6.25m long, 3.62m high (max), 2.5m high to eaves
<b>Location:</b>	3 Whimbrel Way Longridge PR3 3DG

<b>Application:</b>	3/2025/0159 – 14 March 2025 Application for full consent
<b>Proposal:</b>	Proposed change of use of residential care home (use class C2) to a children's home (use class C2)
<b>Location:</b>	Proposed change of use of residential care home (use class C2) to a children's home (use class C2)

<b>Application:</b>	3/2025/0217 – 21 March 2025 Application for Tree Works in a conservation area
<b>Proposal:</b>	Crown reduce sycamore tree. Reduction of 3-4 metres. Crown thin by 10%.
<b>Location:</b>	13 King Street Longridge PR3 3RQ

<b>Application:</b>	3/2025/0184 – 28 March 2025 Alter or Extend a Listed Building
<b>Proposal:</b>	Listed Building Consent to regularise past alterations including insertion of two roof lights in south eastern (rear) roof; formation of first floor window opening in the north eastern (side) wall and part replacement of external window and door frames
<b>Location:</b>	Whitefold House Barn Birks Brow Longridge PR3 2TD

<b>Application:</b>	3/2025/0233 – 28 March 2025 Application for Tree Works in a conservation area
<b>Proposal:</b>	Fell pine tree.
<b>Location:</b>	Station Buildings Berry Lane Longridge PR3 3JP

### 3. Applications decided by RVBC since the last Full Council Meeting.

<b>Application:</b>	3/2023/0706 – 14 March 2025 Application for Full Consent
<b>Proposal:</b>	Proposed erection of 34 Class E(g) units and one battery storage and maintenance unit with associated parking and access. Resubmission of application 3/2022/0553.
<b>Location:</b>	Higher College Farm Lower Road Longridge PR3 2YY
<b>Decision</b>	Approved with conditions

<b>Application:</b>	<b>3/2024/0983 – 14 March 2025</b> Variation of Condition
<b>Proposal:</b>	Variation of condition 17 (SW drainage) on permission 3/2021/1262 for the erection of 4no. commercial units (Use Class E) to allow the verification report to be provided after the commencement of works
<b>Location:</b>	Land at the north of the Chapel Hill site Longridge
<b>Decision</b>	<b>Approved with conditions</b>

<b>Application:</b>	<b>3/2025/1039 – 14 March 2025</b> Variation of Condition
<b>Proposal:</b>	Variation of condition 2 (amendment of approved plans) on planning permission 3/2024/0243 for proposed single-storey extension to front a
<b>Location:</b>	Land to the North of Beech House Alston Lane Longridge PR3 3BN
<b>Decision</b>	<b>Refused</b>

<b>Application:</b>	<b>3/2025/0044– 14 March 2025</b> Variation of Condition
<b>Proposal:</b>	Variation of condition 2 (amendment of approved plans) on planning permission 3/2024/0243 for proposed single-storey extension to front and side and new front porch
<b>Location:</b>	32 Hacking Drive Longridge PR3 3FP
<b>Decision</b>	<b>Approved with conditions</b>

<b>Application:</b>	<b>3/2025/0104 – 14 March 2025</b> Discharge of Conditions
<b>Proposal:</b>	Approval of details reserved by condition 26 (written scheme of investigation) on planning permission 3/2024/0622
<b>Location:</b>	Writtenstone Farm Writtenstone Lane Longridge PR3 2ZN
<b>Decision</b>	<b>Approved with conditions</b>

Application:	3/2025/0105 – 14 March 2025 Alter or Extend a Listed Building
Proposal:	Approval of details reserved by condition 14 (written scheme of investigation) of Listed Building Consent 3/2024/0623
Location:	Writtenstone Farm Writtenstone Lane Longridge PR3 2ZN
Decision	Approved with conditions

Application:	3/2024/1040 – 21 March 2025
Proposal:	Proposed demolition of existing conservatory and replacement with single-storey extension to rear
Location:	Alston Lane Farm Alston Lane Longridge PR3 3BN
Decision	Approved with conditions

**4. Members are recommended to:**

- a. Note the report.
- b. Set out any actions relating to the planning matters set out in the report.



<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	05 March 2025
<b>Title:</b>	Update on Actions from Recent Meetings.
<b>Submitted by:</b>	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

To update members on actions from recent meetings.

### 2. Update on Actions from 5/03/2025 Council Meeting

Minute 250305/	Action	Who	Update
7b	Get written assurance from LCC that any liability resulting in an accident arising as a consequence of water running off the proposed garden plot and flowing down Drivers Walk would rest with them.	Clerk	Complete. No assurance provided.
8	Seek written nominations from Council members for the office of Deputy Mayor for the municipal year 2025-2026.	Chair/Clerk	Complete
11d	Include Local Government Devolution as a regular agenda item for Full Council meetings.	Clerk	Complete

### 3. Update on Actions from the 12/02/2025 Council Meeting

Minute 250212/	Action	Who	Update
7a	Make minor changes to the revised Grants Policy that address how the Council deals with requests for funds in appreciation of activities carried out on behalf of the Town Council.	Clerk	Noted
7b	Revise the Grant Application Form to accommodate applications for 'small' grants.	Clerk	Noted
7c	Submit the amended Grants Policy and application form to the next Budget Committee .	Clerk	Noted
8	Produce a Mayoral Handbook	Clerk	Noted

9	Submit a revised licence agreement to the next meeting of the Estates Committee.	Clerk	Ongoing
11	Setup a working group tasked with looking at VE Day activities.	Clerk	Complete
15	Add an agenda item on 'Local Government Devolution' for future Council meetings.	Clerk	Complete (This Meeting)
18	Broaden the scope of the Environment Officer job specification and submit to the Staffing Committee for approval.	Clerk	Ongoing

#### 4. Update on Actions from 11/12/2024 Council Meeting.

Minute 241211/	Action	Who	Update
7a	Contact Little Green Bus Company and ask to complete the Grant Application Form, explain their level of reserves and provide the benefits the residents of Longridge receive.	Clerk	Complete
7b	Re-draft the Council's current Grants Policy with particular reference to sponsorship and annual patron fees.	Clerk and Cllr. Spencer	Complete
8	Seek clarity on the Micro Woodland at John Smiths Recreation Ground.	Cllr. Jameson	Complete
9a	Work with LEG on improving the Longridge Town Centre for people and nature.	All members and Clerk	Ongoing
9b	Submit a report to the next meeting of the Estates Committee on the charging policy for users of the Council's Conference Room.	Clerk	Noted
10b	Prepare a report to a meeting of the Estate Committee regarding the adoption of other phone boxes in Longridge, if and when they become available for adoption.	Cllr Jackson and the Clerk	Ongoing
10c	Prepare a report to the Budget Committee seeking approval of expenditure for the purchase and installation of a defibrillator for the adopted 'Kestor Lane' phone box.	Clerk	Noted
12.b	Inform RVBC of the Council's planning considerations.	Clerk	Complete
15a	Submit a 'lessons learnt' report on all things related to Christmas festivities to a future meeting of the Estates Committee.	Clerk	Ongoing

15b	Submit a report to a future meeting of the Estates Committee on the relationship between the Town Council and the Civic Hall.	Clerk	Noted
17	Arrange a convenient time when the applicant can be interviewed by current councillors	Clerk	No longer required

### 5. Update on Actions from 13/11/2024 Council Meeting.

Minute 241113/	Action	Who	Update
8a	Investigate re-sitting the defibrillator cabinet on the Café wall near the Bleed cabinet.	Clerk	Complete
8b	Set up a Working Group, including Cllrs. Smith and Jackson to investigate the establishment of a 'Longridge Lifesavers' group.	Clerk	Complete
8c	Look into the adoption of decommissioned phone boxes and report back to the Full Council	Cllr. Jackson	Complete
9	Contact RVBC stating that the Town Council's is interested in the creation of a taxi stand(s) in Longridge near Co-op supermarket on Berry Lane.	Clerk	Complete
12	Contact RVBC's Director of Economic Development and Planning, noting that the Town Council would be able to engage with contractors who may be able to provide design quotes.	Clerk	Complete and no response
14	Contact the previous clerk on an employment matter regarding training.	Clerk	Complete and no response.

### 6. Update on Actions from 09/10/2024 Council Meeting.

Minute 241009/	Action	Who	Update
7b	Agree to remove action 10c from the 14/08/24 Council meeting.	Clerk	Complete
7c	Agree to change action 11.b from the meeting on 17/07/24 to Noted.	Clerk	Complete
9.1a	Contact LCC and ask them to consider: Extending the lease period of the plot to 5 years	Clerk	Complete
9.1b	Contact LCC and ask them to consider: Visiting the site and investigate the longstanding drainage issue.	Clerk	Complete
9.1c	Contact LCC and ask them to consider:	Clerk	Complete

	Granting permission to allow representatives of the Town Council to enter the site.		
9.2b	Arrange the purchase and installation of brackets on columns that had passed the LCC column test.	Cllr. Walker and Clerk	Complete
9.2c	Identify columns for phase 1 lighting	Cllr. Rainford and Rogerson	Complete
9.2d	Notify LCC of the locations from c. above and instruct them to fit the necessary electric sockets.	Clerk	Complete
9.2e	Provide a policy on the use of banners and festive lights on columns where the council had installed brackets and electric sockets.	Clerk	Noted
9.3	Discuss Townley Gardens with RVBC and Borough Councillors and report back to the Town Council.	Cllr. Jameson	No longer required
9.5	Inform Café of the outcome of the recent rent review.	Clerk	Complete
9.6	Heritage Centre – License Review. Provide a full report to the next meeting of the Estates Committee.	Clerk	Complete
11	Report on the use of accounting software to the next Budget Committee.	Clerk	Complete
12	Submit the LSEC grant application to the next meeting of the Budget Committee	Clerk	Complete
14	Report back to the Full Council on the Part 2 employment issue.	Clerk	Complete

## 7. Update on Actions from 11/09/2024 Council Meeting.

Minute 240911/	Action	Who	Update
11	Inform RVBC of the Council's planning considerations.	Clerk	Complete
13	Send a donation £100 to NW Ambulance Service	Clerk	Complete
	Letter of thanks to the Community Liaison Paramedic	Clerk	Complete

## 8. Update on Actions from 14/08/2024 Council Meeting.

Minute 240811/	Action	Who	Update
Public	Update on Pump Track and Townley Garden projects	Clerk	Complete
10b	Contact Townley Arms regarding the siting of a 'Bleed' and Defib. cabinet on the wall near the noticeboard.	Cllr. Smith	Complete
13b	Inform RVBC of the Council's planning considerations	Clerk	Complete
15a	Set up a Remembrance Sunday Working Group	Clerk	Complete
15c	Prepare a Risk Register for the next FC meeting	Clerk	Complete

## 9. Update on Actions from 17/07/2024 Council Meeting.

Minute 240717/	Action	Who	Update
7	Inform 'Love Loingridge' and the Thursday Group of the Council's decision.	Clerk	Complete
	Get quotes for column testing, banner mounts and installation.	Clerk	Complete
	Complete LCC paperwork for column testing.	Clerk	Complete.
	Contact Whittingham Parish Council regarding making a contribution to the cost of fixing banner mounts to light columns.	Clerk	Noted
8	Investigate the use of a shared calendar	Clerk	Ongoing.
9	Donate Mayoral Allowance to Girl Guides	Cllr. Rogerson	Complete
11a	Contact RVBC regarding notifying the Council on event, licensing/gambling applications and decisions.	Clerk	Complete.
11.b	Contact RVBC regarding inserting the council ward on planning applications and decisions.	Cllr. Jameson	No longer required
11.c	Review comments made by Town Council on planning app. 3/2024/0316 and re-submit to RVBC.	Cllrs. Jameson, Rainford and Walker	Complete
13	Provide quotes for a Bleed Kit to a future Council meeting	Cllr. Jackson/Clerk	Complete
14	Invite the applicant for the councillor vacancy to an interview with Cllrs. Jackson, Walker and Jameson.	Clerk	Complete

## 10. Members are recommended:

To note the report, the ongoing actions and actions not yet completed.



<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	Local Government Devolution - Update
<b>Submitted by:</b>	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

To update members on matters relating to Local Government Devolution and how it might impact the Town Council.

### 2. Update.

Following the government's publication of the English Devolution White Paper on 16 December 2024, which outlined the government's vision for a simpler, more effective local government structure, on 31 March 2025, Jim McMahon, Minister of State for Local Government and Devolution, set out a written ministerial statement before Parliament.

The statement confirmed that the government had received responses from all district and county councils in two-tier areas, and their neighbouring unitary bodies. The Minister stated that officials would discuss the interim plans, provide feedback, and understand the collaboration and information sharing arrangements.

#### **Extracts from the Minister's Statement is shown below:**

##### ***Criteria for delivering new authorities***

*The government has set out its criteria for these changes to provide confidence that new councils are right for individual areas. On the population size, the guidance is clear that new councils must be the right size to achieve efficiencies, improve capacity and withstand financial shocks. As set out in our English Devolution White Paper, we outlined a population size of 500,000 or more – this is a guiding principle, not a hard target – we understand that there should be flexibility, especially given our ambition to build out devolution alongside local government reorganisation.*

*The published guidance sets out that “there may be certain scenarios in which these 500,000 figures does not make sense for an area, including on devolution, and this rationale should be set out in a proposal.” In discussions with individual councils, to parliamentarians, and in interviews given throughout the process, the government have reinforced this position to aid local discussions. Equally it may be decided that population sizes around this figure or greater than it is the best fit locally. Instead of presenting a top-down solution for each area, our starting point is to support and empower local leaders and to respect their knowledge, expertise and insight.*

### **Next steps**

*The submission of interim plans is not a decision-point. It is the next stage in the process and enables councils to engage with the government on the issues that matter locally and receive support to develop their full proposals. We expect local leaders to continue working collaboratively and proactively with each other, including by sharing information.*

*In the coming weeks my officials will follow up with areas to discuss their interim plans, provide feedback and understand the collaboration and information sharing arrangements. The department will be speaking to Surrey as a priority in the coming days, then with councils on the Devolution Priority Programme during April and other areas after the local government elections in May. For Surrey, the deadline for proposals is in May and for other areas later this year in September or November.*

*My department will consider these proposals against the criteria set out before consulting and taking a decision on which of those proposals will be taken forward and implemented. This is a statutory process – and affirmative legislation will be needed to establish new councils and abolish any of the predecessor councils.*

### **3. Summary of the document dated March 21, 2025, from the leaders of Lancashire's councils to the Minister of State for Local Government and English Devolution.**

The summary is a response to a "statutory invitation" letter from the minister dated February 5, 2025, concerning the reorganisation of local government in Lancashire. The UK government seeks to transition from a two-tier system in parts of Lancashire to a single-tier system of unitary authorities to enhance outcomes, reduce costs, and improve accountability. Below is a summary of the key points:

#### **Purpose and Context:**

- **Objective:** The government has invited Lancashire's councils to propose a shift to a single-tier local government structure, replacing the current mix of county, district, and unitary councils.
- **Signatories:** The letter is signed by leaders of all 15 councils in Lancashire, including Blackburn with Darwen, Blackpool, Burnley, Chorley, Fylde, Hyndburn, Lancaster, Pendle, Preston, Ribble Valley, Rossendale, South Ribble, West Lancashire, Wyre, and Lancashire County Council.
- **Lancashire's Profile:** The county has a population of 1.57 million, spans 1,184 square miles, and contributes £40 billion in GVA. It features diverse rural (78% of the area) and urban landscapes, significant deprivation in some areas, and economic strengths in sectors like advanced manufacturing, tourism, and nuclear technology.

## Government Criteria for Reorganisation

The government outlined six key criteria for the reorganisation:

1. **Single Tier:** Establish a single tier of local government across Lancashire.
2. **Size and Efficiency:** Ensure unitary authorities are appropriately sized for efficiency, capacity, and financial resilience.
3. **Service Quality:** Prioritize high-quality, sustainable public services.
4. **Collaboration:** Show that councils have worked together to develop a proposal reflecting local needs and views.
5. **Devolution:** Support devolution arrangements, such as the newly formed Lancashire Combined County Authority (LCCA).
6. **Community Engagement:** Enhance community engagement and neighbourhood empowerment.

### Current Status:

- **Lack of Consensus:** The councils have not agreed on a single proposal due to Lancashire's political, economic, and geographical complexity, as well as tight timescales.
- **Options Under Consideration:**
  - A single unitary authority (1.57 million population).
  - Two unitary authorities (average 785,000 population each).
  - Three unitary authorities (average 523,000 population each).
  - Four unitary authorities (average 393,000 population each).
  - Five unitary authorities (average 314,000 population each).
  - Some councils prefer maintaining the current structure ("no change").
- **Next Steps:** The councils plan to develop a shared evidence base, shortlist options, and submit detailed proposals by November 28, 2025.

### Challenges:

- **Deprivation:** Areas like Blackpool (England's most deprived local authority), Blackburn with Darwen, Burnley, and Hyndburn face significant deprivation, affecting service demand and tax bases.
- **Rurality:** With 78% of Lancashire classified as rural and 17% of residents in rural communities, service delivery costs are higher due to travel and sparsity.
- **Financial Sustainability:** Reorganisation alone won't address fiscal pressures; long-term funding is needed.
- **Service Pressures:** Public services, especially health, are under strain, with opportunities for transformation through reorganisation.
- **Local Identity:** Balancing scale with community representation and avoiding service fragmentation are key concerns.

### **Requests for Government Clarification and Support:**

The councils seek further guidance on:

- **Criteria Weighting:** The relative importance of each criterion and any prioritized factors.
- **Boundary Changes:** The impact of altering district boundaries on the process and timelines.
- **Town and Parish Councils:** Their role post-reorganisation.
- **Councillor Ratios:** Guidance on councillor-to-population or electorate ratios.
- **Finance Reforms:** Collaboration on local government funding reforms.
- **Population Threshold:** Flexibility on the 500,000 minimum population for unitary authorities, given some viable options fall below this.
- **Capacity Support:** Assistance with resources to manage the reorganisation process.

### **Engagement and Devolution:**

- **Local Engagement:** The councils commit to incorporating local insights and engaging with partners like police, fire services, health boards, businesses, and residents.
- **Lancashire Combined County Authority (LCCA):** Established in February 2025, the LCCA includes Lancashire County Council, Blackburn with Darwen, and Blackpool, with new unitary boundaries to align with its footprint.

### **Additional Information:**

- **Appendix Data:** A table outlines the average population and area for different unitary models (see table in the original document).
- **Deprivation Statistics:** Blackpool, Blackburn with Darwen, Burnley, Hyndburn, and others rank high on deprivation indices.
- **Rurality Details:** 82.6% of the population lives in urban areas, 9.3% in large rural settlements, and 8.3% in smaller rural settlements, per the 2021 Rural Urban Classification.

### **Conclusion:**

The leaders of Lancashire's councils express a collective commitment to collaborate with each other and the government to design a local government structure that benefits residents and businesses. However, they highlight the need for more time, detailed guidance, and financial support to address Lancashire's unique challenges—such as deprivation, rurality, and service pressures—while meeting the government's criteria. They aim to refine options and submit proposals by November 2025, ensuring continued service delivery during the transition.

## **4. LALC – Report to RVBC**

Appendix 1 to the report sets out the case for including the Ribble Valley Town and Parish Councils in the devolution discussions. It was sent to the Acting Leader of the Borough Council. The response from RVBC is that they will consider the request.

## **5. Members are recommended:**

To note the report.

*Report to Ribble Valley Borough Council – Devolution Working Group: The Case for Including Ribble Valley Town and Parish Councils in Local Government Devolution Discussions*

## Introduction

## Appendix 1

Local government devolution in England, as outlined in the government's December 2024 White Paper, seeks to reshape governance structures, enhance local decision-making, and drive economic growth through unitary authorities and combined regional bodies. In Lancashire, this process raises critical questions about representation, community voice, and service delivery, particularly in rural areas like Ribble Valley. This report argues that Ribble Valley Borough Council (RVBC) must actively include the Ribble Valley's Town and Parish Councils in devolution discussions to ensure effective, equitable, and community-rooted outcomes.

## Background

Ribble Valley, a largely rural borough with a population of approximately 61,000, operates within a three-tier local government system: Lancashire County Council (LCC), RVBC, and the Town and Parish Councils. The 2024 devolution proposals suggest replacing the current two-tier structure (county and district) with unitary authorities, potentially reducing the 15 councils in Lancashire to three or four. While Town and Parish Councils are not structurally affected, their role in representing local communities is emphasised in the White Paper, which calls for “rewiring” relationships between principal authorities and these grassroots bodies to strengthen community engagement. Historically, RVBC has worked alongside these councils, which manage local amenities, events, and consultation processes under the Local Government Act 1972.

## Rationale for Inclusion

### 1. Local Knowledge and Representation

Town and Parish Councils are the closest tier to residents, managing assets like Townley Gardens in Longridge and serving as the primary voice for villages like Ribchester or Sabden. Their granular understanding of local needs—e.g., rural transport gaps or heritage preservation—is unmatched by higher-tier authorities.

Exclusion risks disconnecting devolution plans from the realities of Ribble Valley's dispersed settlements, where the 40+ parishes reflect diverse priorities not fully captured by borough-wide perspectives.

### 2. Statutory Consultation Role

The Local Government Act 1972 mandates that parish councils be consulted on matters affecting their areas, such as planning or service changes. Devolution, with its potential to redraw boundaries and reallocate powers, falls within this scope.

Ignoring this legal obligation could undermine the legitimacy of RVBC's devolution stance and expose decisions to challenge, delaying progress.

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### 3. Enhancing Rural Voice in a Large Geography

Ribble Valley's rural character contrasts with urban centres like Preston or Blackburn, which may dominate unitary authority priorities. Town and Parish Councils ensure rural issues—e.g., broadband access or agricultural support—remain on the agenda.

Stephen Atkinson, when RVBC leader, warned of reduced representation in larger unitary structures (e.g., three councils for Lancashire's 1.5 million versus Greater Manchester's ten for 2.8 million). Parish input can counterbalance this dilution, preserving local democracy.

### 4. Community Engagement and Trust

The White Paper stresses empowering communities in devolution processes. Town and Parish Councils, with elected councillors and regular public meetings, are proven conduits for resident feedback.

Excluding them risks alienating residents, fostering perceptions of top-down imposition—already a concern given opposition from council leaders, who labelled similar plans “civic vandalism.”

### 5. Practical Contributions to Service Delivery

Parish councils already handle local services (e.g., recreation areas, footpaths) that complement RVBC and LCC responsibilities. Their inclusion ensures devolution aligns with existing capabilities, avoiding duplication or gaps.

For instance, a unitary authority spanning Preston to Longridge might overlook parish-level nuances unless these councils inform the design of devolved services like waste collection or community planning.

### 6. Risks of Exclusion

- **Loss of Local Legitimacy:** Without parish input, devolution proposals may lack buy-in from Ribble Valley's communities, undermining RVBC's advocacy for tailored governance.
- **Inefficient Outcomes:** Plans crafted without grassroots insights could misalign with rural needs, increasing costs or service failures.
- **Political Friction:** Parish councils, if sidelined, may resist or publicly oppose RVBC's position, complicating negotiations with LCC and central government.

### 7. Proposed Approach

- **Formal Inclusion Mechanism:** Establish a working group with representatives from RVBC, the LALC Regional Area Executive, and a rotating selection of parish councils (e.g., five per meeting) to advise on devolution proposals.
- **Consultation Framework:** Mandate parish council feedback on key issues—boundaries, powers, and funding—before RVBC submits positions to LCC or government, mirroring the 2023 Level 2 deal consultation.
- **Joint Advocacy:** Partner with parish councils to lobby for a devolution model retaining strong local input, potentially resisting full unitary consolidation if it erodes rural influence.
- **Timeline:** Initiate engagement by May 2025, aligning with interim proposal deadlines to shape Lancashire's final submission.

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## 8. Counterarguments and Rebuttals

- **Time Constraints:** Critics may argue that involving 40+ councils slows decision-making. However, a streamlined working group balances efficiency with inclusivity, leveraging clerks' coordination skills.
- **Limited Powers:** Parish councils lack strategic authority, but their role is advisory and community-focused, not executive, making their input complementary rather than redundant.
- **Urban Bias:** Some may prioritise urban councils' voices in a county-wide deal. Yet, Ribble Valley's rural weight (largest area in Lancashire) justifies parity, amplified by parish perspectives.

## Conclusion

Including Ribble Valley Town and Parish Councils in devolution discussions is not just a procedural necessity but a strategic imperative. Their local expertise, legal standing, and community ties strengthen RVBC's case for a devolution model that preserves rural identity and influence amid Lancashire's restructurings. Exclusion risks a hollowed-out process, distant from the residents RVBC serves. By integrating these councils, RVBC can lead a unified, credible push for a governance framework that works for all of Ribble Valley.

## Recommendations

- a. Convene an initial meeting with parish clerks and councillors by April 30, 2025, to outline devolution goals and gather input.
- b. Embed parish representation in RVBC's Policy and Finance Committee deliberations on devolution, starting June 2025.
- c. Publicly commit to this inclusive approach in RVBC's next council statement, reinforcing trust and transparency.

This strategy ensures Ribble Valley's voice—rooted in its towns and parishes—shapes Lancashire's devolved future effectively and equitably.



<b>Meeting:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	9 April 2025
<b>Title:</b>	Highlighting potential problems and dangers.
<b>Submitted by:</b>	Cllr. P. Smith

### 1. Purpose of the report.

To consider a report prepared by Cllr. Smith (Appendix 1) that sets out:

- Potentially problematic Weep Holes in the boundary wall at Spade Mill Reservoir, on Lower Road, Longridge.
- Potential danger to Life and Property adjacent to the streams of Page Brook and Boyce's Brook, with particular reference to the downstream vulnerability of Ribchester.

### 2. Members are recommended:

- a. To note the report.
- b. Consider what actions, if any, the Town Council can take.

### REPORT ON:

- 1) Potentially Problematic Weep Holes in the boundary wall at Spade Mill Reservoir, on Lower Road, Longridge.**
- 2) Potential danger to Life and Property adjacent to the streams of Page Brook and Boyce's Brook, with particular reference to the downstream vulnerability of Ribchester.**

Were the boundary wall at Spade Mill Reservoir, on Lower Road, Longridge to collapse, it would, at the least, block the Longridge to Clitheroe Road.

At worst, a collapse would bring damage to life and property down the streams known as Page Brook and Boyce's Brook, endangering the village of Ribchester.

In the light of photographic, theoretical and historical evidence presented in this Paper, Longridge Town Council ('the Council') asks that the responsible authorities or corporations appoint qualified structural engineers to inspect the weep holes (description below) in the boundary wall between Spade Mill Reservoir No 1 and Lower Road, Longridge.

The Council further asks that the engineers' report into the condition of the retaining wall, and its weep holes, be made available to the relevant Councils<sup>1</sup> and to the general public.

The Council highlights the possibility of danger to Life and Property adjacent to the streams of Page Brook and Boyce's Brook, with particular reference to the downstream vulnerability of Ribchester, if Spade Mill Reservoir No 1 was to be exposed to an Extreme Weather Event.

Further, the Council asks that any necessary work to clear all weep holes found to be blocked be commenced immediately upon the publication of the engineer's report, if that document confirms the existence of obstructed weep holes.

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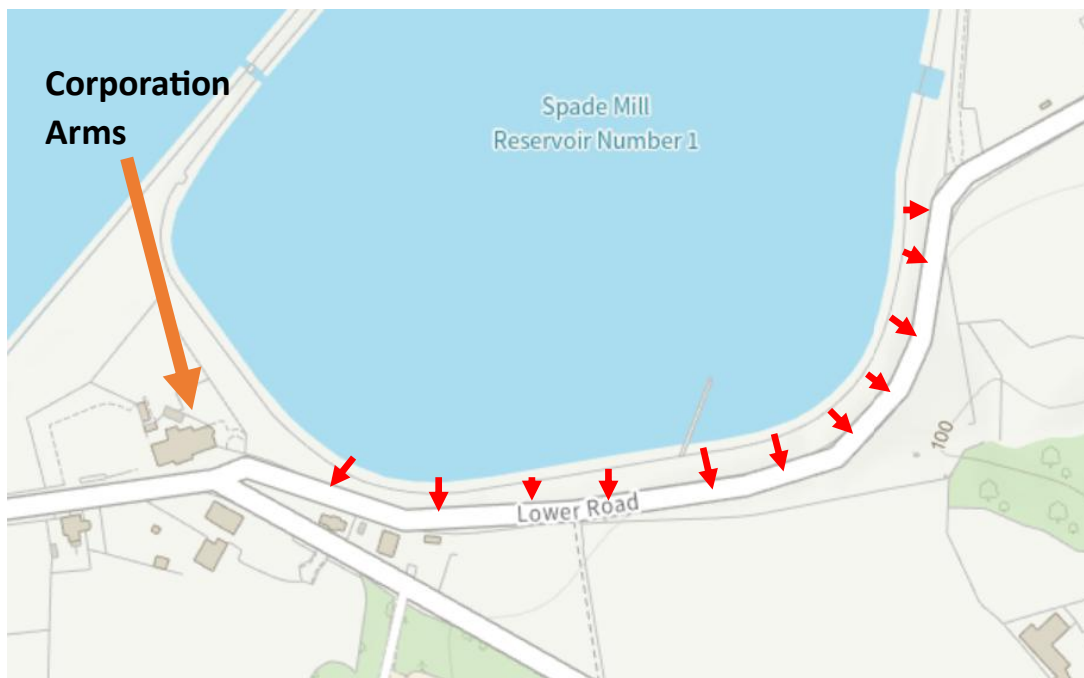
<sup>1</sup> The relevant Councils being Longridge Town Council, Ribble Valley Borough Council, Lancashire County Council and any successor public bodies.

## Background

For centuries, there has been a reservoir upstream of the site of the (now) former Spade Mill.

That reservoir was developed and increased in size by Preston Corporation in the 20<sup>th</sup> Century and is referred to as Spade Mill Reservoir No 1.

The picture shows the site in question, at present. The problematic weep holes sit at intervals at the foot of the wall which retains the embankment of Spade Mill Reservoir No 1, keeping the said embankment from spilling into the busy Lower Road, which runs between Longridge and Clitheroe.



The engineers and builders who built the reservoirs installed weep holes at intervals at the bottom of the retaining wall. The red arrows in the above picture show approximate positions of weep holes at the bottom of the wall.

## What is a weep hole, and what is its purpose?

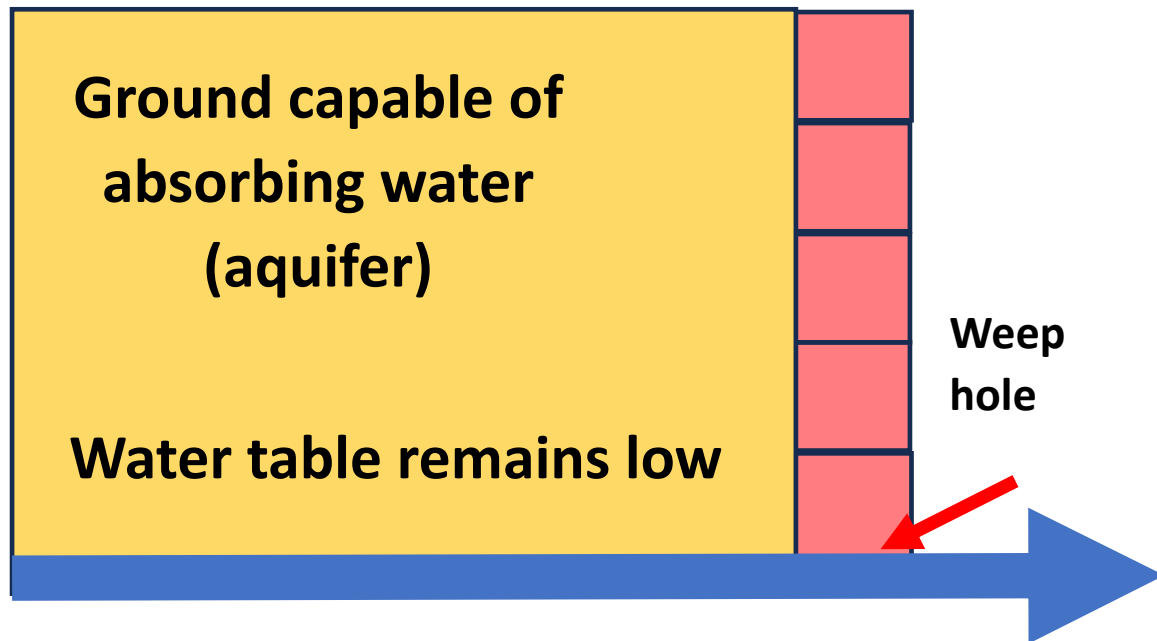
Weep holes serve to prevent a raising of a water table. They are often to be seen at the base of structures erected to hold back, or 'retain' volumes of ground. Those are usually called 'retaining walls'.

A retaining wall with a working weep hole will look like figure 1. Any water collecting behind the retaining wall drains away from the bottom of the structure, through a weep hole.

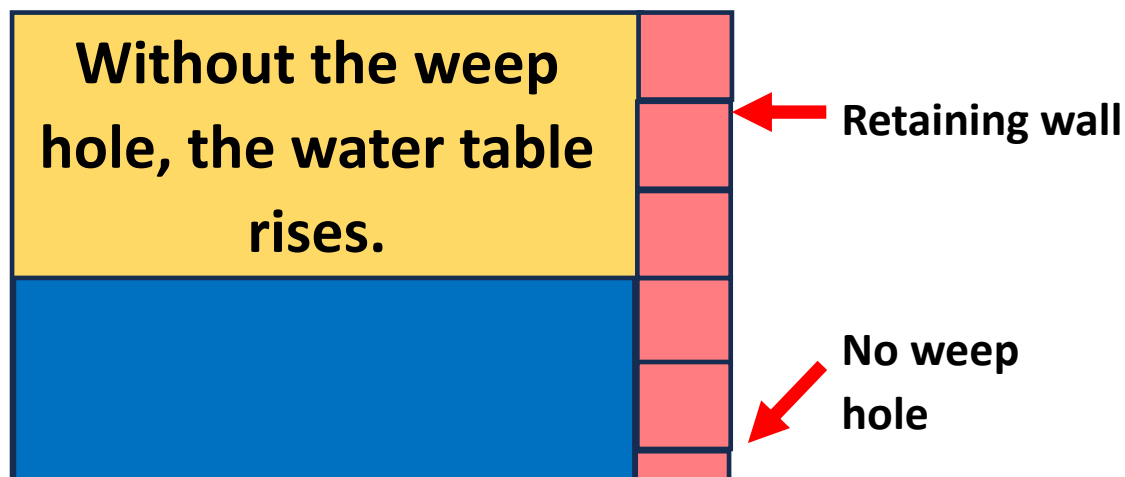
In figure 2, we see a build-up of weight of water behind a retaining wall without a weep hole.

Figure 3 shows the potential for a catastrophic outcome, where water has been allowed to accumulate behind a retaining wall, without an operating weep hole.

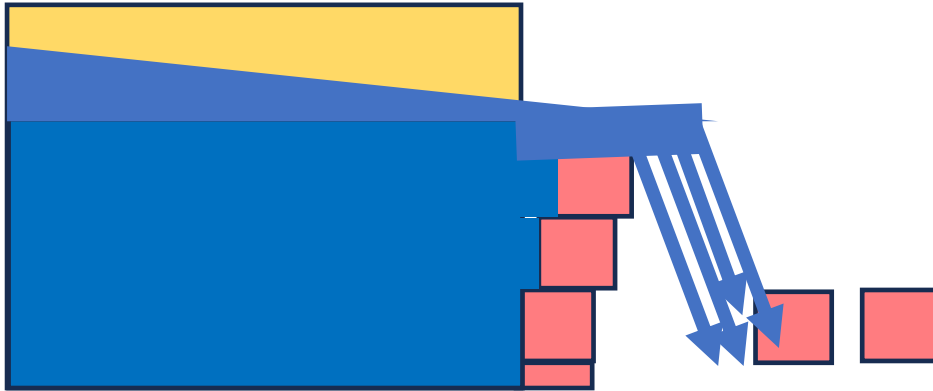
**Figure 1**



**Figure 2**



**Figure 3**



**Without a weep hole, the retaining wall collapses under the weight of water accumulated in the aquifer**

Your writer suspects that the retaining wall between Lower Road, and Spade Mill Reservoir No 1 is, for most of its length, in the condition of Figure 2, which makes a shift to the condition in Figure 3 ... collapse ... more likely.

Not all weep holes are blocked, along the wall.

**Figure 4**



Functioning weep holes announce their operational presence by issuing an outwash fan, as per the photograph below, where the bicycle tyre at the bottom of the picture sits on an outwash fan.

A second outwash fan, from a functioning weep hole, can be seen in the middle distance.

Some outwash fans are deceptive, in that the water they carry does not issue from a weep hole, but rather from fissures between masonry blocks.

Figure 5



There is a weep hole in the adjacent photo, at the bottom of the wall.

However, water can be seen seeping between blocks of masonry about halfway up the retaining wall.

Clearly, water has built up behind the wall, to chest height, before it has found a means of escape between blocks, in a tunnel though decayed mortar.

*The weep hole is not functional.*

The following photos show weep holes which are completely inactive ... blocked ... showing no outwash fan, or signs of drainage erosion having happened at any time since the pathway was last tarmacked.

Figure 6



Figure 7



Figure 8



Figure 9



Figure 10



I will not labour my point about there being blocked weep holes in the retaining wall between Spade Mill Reservoir No 1, and Lower Road, Longridge.

I have not photographed all the non-functioning weep holes.

The photos here present speak for themselves. However, statistics can speak.

The total number of weep holes along the wall is 43.

The number of obviously functioning weep holes is 15 (I do not count the false indication in figure 5.)

The number of non-functioning weep holes is 28.

**The proportion of weep holes apparently NOT indicating functionality is 65 per cent.**

Your writer accepts the possibility of error in his assessment of functionality. However, a failure rate probably in excess of 50% is surely worthy of investigation.

I will move on to why the Spade Mill No 1 weep holes need regular inspection and special attention as to maintenance.

## **Historical context with Extreme Weather Events.**

There is an all-too-human tendency to forget unpleasant truths.

Such forgetfulness is made easier, if one unpleasantness is separated from another by more than one generation. By such means events which might have been predicted become horrendous unexpected incidents, apparently coming like a 'bolt from the blue'.

The spurs of the Pennine range which are the Forests of Bowland and Pendle are subject to Extreme Weather Events.

Extreme Weather Events are rare, when compared with a single human lifetime, but they happen. When an Extreme Weather Event occurs, the effects are those of lives lost and devastation of property.

**In 1851**, the village of Chipping was flooded and wrecked by an Extreme Weather Event. Works of hydro-engineering dating back over generations were swept away in a night, and were only partially restored in the aftermath.

The familiar gully on the side of Parlick was gouged into the fellside on that night, as were over 30 other ravines.

In 1967, the villages of Barrowford and Higherford were wrecked by a flash flood.

Figure 11



The picture (with acknowledgement to Burnley Express) shows the morning after the maelstrom attacked Barrowford.

It is the village of Ribchester which would be most likely to suffer, if the Spade Mill retaining wall was to suffer a breach, caused by an Extreme Weather Event. Ribchester is no stranger to flooding, but a breach of Spade Mill would bring devastation not reported since Dr Stukeley visited the village in 1725.

He said,

“One corner of the house was a Roman partition wall, built of pebbles and hard mortar. This house now is by the brink of the river, leaving only a scanty road between; but within living memory, a great many houses opposite, and among them the chief inn of the town, were washed away.”

*Ribchester deserves no repetition.*

## **How might an Extreme Weather Event unfold?**

The type of Extreme Weather Event which wrecked Chipping was probably consequent upon warm, moisture laden air from the Irish Sea meeting with cold air over the Bowland Fells.

In such circumstances, water does not always fall as rain.

Airborne moisture can condense suddenly, to become a body of water high above the ground. Obviously, a body of water cannot be held aloft by thin air.

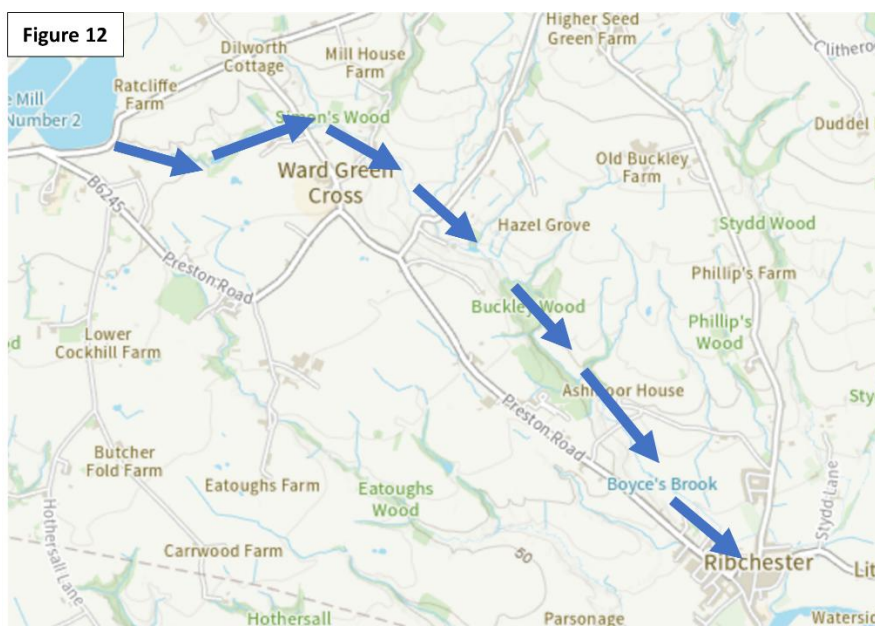
The water falls, from great height, releasing huge quantities of energy into the landscape as soon as it crashes into the ground.

The resultant body of water follows existing drainage systems, and is of a volume and power well in excess of the capacity of any naturally occurring, or human contrivance intended to divert floods.

## Possible path of inundation

The map below shows the path of possible devastation if the retaining wall at Spade Mill Reservoir No 1 was to fail, and the contents of the reservoir emptied down the valley of Page Brook – Boyce's Brook.

**Maximum attention needs to be paid to the structural integrity of the retaining wall at Spade Mill Reservoir No 1.**



## Conclusion

In the light of photographic, theoretical, statistical, and historical evidence presented in this Paper, we ask that the responsible authorities appoint qualified structural engineers to inspect the weep holes (description below) at the boundary between Spade Mill Reservoir and Lower Road, Longridge.

We further ask that the engineers' report into the condition of the retaining wall, and its weep holes be made available to the relevant Councils, and to the general public.

Further, we ask that any necessary work to clear all weep holes found to be blocked be commenced immediately upon the publication of the engineer's report, if that document confirms the existence of obstructed weep holes.