



Longridge Town Council

Full Council – Draft Minutes

Date:	10 September 2025		
Place:	Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: L. Jameson (Chair), R. Walker, D. Jackson, N. Eccles, N. Stubbs, A. Wallbank, S. Rainford, P. Smith and D. Hindle. Cllr. Mark Gornall joined the meeting after Agenda Item 9.		
In attendance:	Town Clerk and five members of the public.		
Comments:			
Meeting started:	19:00	Meeting closed:	20:38

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1. WELCOME BY THE CHAIR.

The Chair (Cllr. Jameson) welcomed everyone to the meeting, and provided an update on the recent Mayoral duties that had been carried out and noted he would be attending the first anniversary of the Longridge Men's Shed and would be in attendance at the Soap Box Derby on 14 September.

2. APOLOGIES FOR ABSENCE.

Members accepted apologies from Town Councillors Spencer and Rogerson and County Councillor Duxbury.

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

- Cllr. Rainford declared an Interest in matters involving the Longridge Band (Agenda item 15).
- Cllr. Gornall declared an interest in Agenda Item 10 and left the meeting when it was discussed.

4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 9 JULY 2025.

The minutes of the meeting held on 9 July 2025 were agreed as correct records and signed by the Chair.

5. PUBLIC PARTICIPATION.

Three members of the public requested the Town Council to facilitate the installation of a No Entry sign at the entrance to Towneley Road, which is often mistakenly used by HGVs who have to navigate a reversal when they get to the end of the road. This reversing has damaged the road which is about to be resurfaced.

6. FINANCE REPORT.

The Clerk submitted a report seeking approval for the accounts to date.

RESOLVED THAT COUNCIL:

Approve the accounts to date.

7. COMMUNITY GARDEN LEASE – APPROVAL AND EXECUTION OF LEGAL DEEDS.

The Clerk submitted a report updating members on the Community Garden Lease and the steps required to sign the lease.

RESOLVED THAT COUNCIL:

- a. Approve the signing of the Lease as shown in Appendix 1 of the report.
- b. Note Appendix 2 (Notice and Declaration) of the report that set out the exclusion of security of tenure.
- c. Confirm as set out in the Council's Standing Orders that any two Town Councillors can sign on behalf of the Council any deed required by law.
- d. Nominate Cllr. Jameson and Rainford to sign the necessary legal documents, with Cllr. Walker in reserve.

8. HERITAGE CENTRE LEASE - APPROVAL AND EXECUTION OF LEGAL DEEDS.

The Clerk submitted a report updating members on the Heritage Centre Lease and the steps required to sign the lease.

RESOLVED THAT COUNCIL:

- a. Approve the signing of the Lease as shown in Appendix 1 of the report.
- b. Confirm as set out in the Council's Standing Orders that any two Town Councillors can sign on behalf of the Council any deed required by law.
- c. Nominate Cllr. Jackson and Smith sign the necessary legal documents.

9. CO-OPTION OF A TOWN COUNCILOR

The Clerk submitted a report requesting members to consider an application from a Longridge resident to become a Town Councillor. The meeting was adjourned while the nominee addressed the Council.

RESOLVED THAT COUNCIL:

- a. Unanimously approve the co-option of Mark Gornall as a member of Longridge Town Council.
- b. Authorise the Clerk to inform RVBC of the new appointment and submit the required paperwork.

Note: Mark signed the Acceptance of Office Form which was countersigned by the Town Clerk and joined the meeting as a Town Councillor.

10. GRANT REQUESTS

The Clerk submitted a report requesting members to consider grant requests from:

- Longridge Heritage Centre Trust to upgrade their ageing ICT equipment.
- Longridge School of Samba to replace aging equipment.
- Love Longridge Limited for renting portable toilet facilities and hiring 2 x large skips for Soap Box Derby.

RESOLVED THAT COUNCIL:

- a. Approve the grant request from Longridge Heritage Centre for ICT equipment.
- b. Approve the grant request from Love Longridge for toilet facilities and skip hire.
- c. Authorise the Clerk to request additional information from Longridge School of Samba.

11. HALLOWEEN COMPETITION

The Clerk submitted a report requesting members to consider donating a prize to a Halloween Competition being organised by Pendle Hill Properties.

RESOLVED THAT COUNCIL:

- a. Approve the purchase of a £100 children's gift voucher.
- b. Ask the Clerk to inform the competition organisers that the Town Council would prefer the judging be carried out at the Town Council Offices and that the mayor will require at least 10-days' notice of the judging date.

12. MAYORAL BALL - UPDATE.

The Clerk submitted a report updating members on the arrangements for the Mayoral Ball.

RESOLVED THAT COUNCIL:

- a. Note the Report
- b. Request members who cannot attend the Mayoral Ball to provide a raffle prize.

13. PLANNING MATTERS

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

RESOLVED THAT COUNCIL:

Note the Report and comments submitted to RVBC since the last Full Council meeting.

14. UPDATE ON ACTIONS SINCE THE LAST MEETING

The Clerk submitted a report updating members on actions from recent Full Council meetings. Regarding an outstanding action from the 9 July 2025 meeting (minute 11.b) the Clerk updated members on a recent telephone conversation he had with former councillor Beacham regarding how she would like to be acknowledged by the Town Council.

RESOLVED THAT COUNCIL:

Approve the setting up of a Working Group tasked with looking at changing the Council's Standing Orders to include the honorary role of Alderman.

Note: Cllr. Jackson abstained from voting on the above resolution.

15. UK SHARED PROSPERITY FUND.

The Clerk submitted a report updating members on the grant requests submitted by the Town Council requesting funds from the UK Shared Prosperity and Jubilee Fund.

RESOLVED THAT COUNCIL:

- a. Note the Report
- b. Request the Clerk to provide regular updates

16. BANKING HUB.

The Clerk submitted a report requesting members consider establishing a Banking Hub in Longridge

The Clerk updated members on a telephone conversation he had that afternoon with a representative of Cash Access UK, who confirmed that a request to provide a hub in Longridge had been successful.

RESOLVED THAT COUNCIL:

- a. Note the Report
- b. Defer any action on the banking hub until more is known about the 'successful' request.

17. COUNCILLOR REPORTS AND UPDATES.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to contact LCC Highways with regards to road signs in Chipping that have not been reinstated and the possibility of yellow road marking outside the Longridge Town Cricket Club
- b. Request the Clerk and Cllr. Walker to look at formulating a policy and rate-card on the use of banners attached to the brackets on the street lighting columns.

18. DATES OF FUTURE MEETINGS.

2025: 8 October, 12 November and 10 December.

2026: 14 January, 11 February and 11 March.

SIGNED BY CHAIR FOR THE MEETING:

A signed copy is on file.

DATE:

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Mission Statement

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