



Longridge Town Council

Full Council – Draft Minutes

Meeting Date:	11 March 2026		
Place:	Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: L. Jameson (Chair), P. Smith, J. Rogerson, S. Rainford, N. Eccles, N. Stubbs, A. Wallbank, K. Spencer, D. Jackson, and R. Walker.		
In attendance:	Town Clerk, and two members of the public.		
Meeting started:	19:00	Meeting closed:	20:05

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1. WELCOME BY THE CHAIR.

The Chair (Cllr. Jameson), welcomed everyone to the meeting, and provided an update on his recent and forthcoming Mayoral duties.

2. APOLOGIES FOR ABSENCE.

Apologies from Cllrs. M. Gornall and D. Hindle were accepted.

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

Cllrs. Rainford and Rogerson declared an interest in Agenda Item 8 - Grant Requests.

4. APPROVE THE MINUTES OF THE LAST COUNCIL MEETING.

The minutes of the meeting held on 11 February 2026, were agreed as a correct record and signed by the Chair.

5. PUBLIC PARTICIPATION.

Two members of the public were present as observers.

6. FINANCIAL MATTERS.

The Clerk submitted a report seeking approval for the accounts to date. Members were reminded that is several years since they have had an invoice from RVBC for lease of land at Windsor Avenue (allotments).

RESOLVED THAT COUNCIL:

- Approve the accounts to date.
- Request the Clerk to enquire into the RVBC 'allotment' invoice.
- Approve the schedule of payments as set out in the Report and in the Table below.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	2773	RVBC	Annual Charge for lease of land on Windsor Avenue (Allotments)	319.25	-	319.25	17/03/2026	02/03/2026
				319.25	0.00	319.25		

7. CODE OF CONDUCT.

The Clerk reminded members that, at the meeting of the Town Council held on 11 February 2026, it had been resolved that the Clerk prepare and present a comparison between the current Code of Conduct and a proposed LGA Code of Conduct for consideration at the 11 March 2026 meeting.

The Clerk advised Members that a comparison document had been circulated and presented; however, it was noted by Cllr. Spencer that the comparison had been prepared using a different version of the LGA Code of Conduct, rather than the version that had been submitted to Council on 11 February 2026. Cllr. Spencer raised concerns regarding the alterations and queried the origin of the changes. The Clerk noted that the changes were due to an updated version of the LGA Model Code of Conduct being used as the comparison document and apologised to Members for the error.

RESOLVED THAT COUNCIL:

- a. Defer the comparison to the next meeting of the Council.
- b. Request the Clerk to prepare a revised comparison based specifically on the version of the proposed Code of Conduct submitted at the 11 February 2026 meeting and the existing Code.
- c. Request the Clerk to contact RVBC on matters relating to Code of Conduct for Town Councillors.

8. GRANT REQUESTS.

The Clerk submitted a report requesting members to consider a grant request of £1,765 from the Longridge Band who have been invited to perform at the British Band Open in May 2026. While the event had previously been held in Blackpool, it would now take place in Birmingham, resulting in significantly increased travel and accommodation costs. The Band were therefore seeking financial assistance to help fund the cost of travel and associated expenses.

The Report noted that this grant request was an agenda item at the Finance Committee meeting held on 4 March 2026 where the Clerk deferred the item to Full Council as two committee members declared an interest which meant the Committee was not quorate for the item.

During consideration of the application, Cllr Rainford requested that the £550 shown in the list of payments made to Longridge Band not be taken into account when assessing the grant request, on the basis that the payment related to a Mayoral Charity donation.

Cllrs Rainford and Rogerson, having previously declared an interest, withdrew from the meeting and took no part in the discussion or decision.

Cllr. Walker (Chair of the Finance Committee) reminded members that to date the Council had provided grants to the value of £18,580.

Cllrs. Rainford and Rogerson returned to the meeting following consideration of the item.

RESOLVED THAT COUNCIL:

- a. Agree that the £550 Mayoral Charity donation should not be considered as part of the grant request.
- b. Approve a grant of £935 to fund travel costs.
- c. Request the Clerk to inform the Longridge Band of the Council's decision and make the necessary payments.

9. COMMUNITY GARDEN – COMMITTEE TERMS OF REFERENCE

The Clerk submitted a report requesting members consider adopting a Terms of Reference and a Memorandum of Understanding for a Community Garden.

During discussion the following amendments to the documents were agreed:

- a. Strengthening safeguarding provisions relating to children and vulnerable adults.
- b. Include site safety as a separate item from tool safety.
- c. Incorporate shared financial responsibility arrangements.
- d. Introduce a register/sign-in system for attendees.

RESOLVED:

That the Community Garden Committee Terms of Reference and Memorandum of Understanding be approved, subject to the amendments discussed.

10. ASSET REGISTER

The Clerk submitted a report requesting members consider adopting an updated Asset Register attached as Appendix 1 to the Report

RESOLVED THAT COUNCIL:

Approve the adoption of the updated Asset Register.

11. CALL FOR NOMINATIONS FOR THE OFFICE OF DEPUTY MAYOR.

Members were advised that nominations were required for the office of Deputy Mayor for the 2026/27 municipal year.

RESOLVED:

It was resolved that the Chair would seek written nominations from councillors for the position of Deputy Mayor for 2026/27 with nominations to be submitted to the Town Clerk by 16:30 on 18 March.

12. RESIGNATION OF THE TOWN COUNCIL GARDENER.

Cllr. Rainford (Chair of Staffing) noted she was not aware of the resignation. The Clerk informed members that the gardener had withdrawn his resignation.

RESOLVED:

Members noted the update.

13. PLANNING APPLICATIONS

The Clerk submitted a report requesting members to consider recent planning matters.

Members considered a planning consultation relating to access arrangements for the proposed Longridge Sports Village. The Clerk advised that a request to Preston City Council had been made for the Town Council to be recognised as a consultee due to the council being a neighbouring authority. Members raised concerns regarding traffic speeds and road safety on Chipping Road, and discussed the need for traffic calming measures and speed limit reductions.

RESOLVED THAT COUNCIL:

- a. Note the Report.
- b. Request the Clerk to contact both Whittingham and Thornley-with-Wheatley Parish Councils seeking their views on contacting LCC regarding imposing a speed limit on Chipping Road.

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

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

RESOLVED THAT COUNCIL:

Note the Report.

15. COUNCILLOR REPORTS AND UPDATE FROM THE CHAIRS OF WORKING GROUPS

Cllr. Rainford (Chair of the 'Banners' Working Group) provided an update stating that a report would be submitted to the April meeting of the Town Council.

Cllr. Jackson (Chair of the Longridge Loop Working Group) provided an update on the Loop noting that purchase orders for planters and furniture had been submitted and the Section 106 funds from RVBC had been received.

Regarding the Community Garden, Cllr. Walker noted that he was meeting with the LCC Volunteers Partnership Manager (Jo Latham) on 18 March.

RESOLVED THAT COUNCIL:

Thanked members for the updates.

16. FUTURE MEETINGS.

8 April 18:15 Full Council – *Select Deputy Mayor*

8 April 19:00 Full Council

SIGNED BY CHAIR FOR THE MEETING:

A 'wet' 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.
