



# Longridge Town Council

## Full Council – Minutes

<b>Date:</b>	9 April 2025		
<b>Place:</b>	Station Buildings, Berry Lane, Longridge.		
<b>Present:</b>	Councillors: S. Rainford (Chair), L. Jameson, J. Rogerson, P. Smith, R. Walker, D. Jackson and N. Eccles.		
<b>In attendance:</b>	Town Clerk.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	20:53

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**1. WELCOME BY THE CHAIR.**

The Chair welcomed everyone to the meeting.

**2. APOLOGIES FOR ABSENCE.**

Members accepted apologies from Cllrs. Beacham, Spencer and Stubbs.

**RESOLVED THAT COUNCIL:**

- Authorise the clerk to formally contact Cllr. Rebecca Byrne to see if she wishes to continue as a Town Councillor.
- Start the process of communicating with Cllr. Beachem regarding her non-attendance at Council meetings

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

There were no declarations

**4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 5 MARCH 2025 AND 19 MARCH 2025.**

Both sets of minutes were agreed as correct records and signed by the Chair.

**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:**

- Approve the accounts to date.
- Approve the Schedule of Payments as set out in the Report and in Table 1 below.
- Request the Clerk to find an alternative bank to NatWest that offers Internet Banking.

## Schedule of Payments to be considered for approval.

<b>Table 1</b>
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#	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.**

### 7. GRANT APPLICATIONS.

The Clerk submitted a report asking members to consider two grant applications one from the Longridge Cricket Club and one from Suicide Awareness Prevention UK. These applications were shown in Appendix 1 and 2 of the Report.

In addition, the Council have had a request from the Longridge Cricket Club asking if they wished to continue to support the cricket club with a sponsorship donation, such a donation would ensure the Council's sponsorship board is retained around the ground during the 2025 season.

Members were 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.

#### RESOLVED THAT COUNCIL:

- Approve a grant of £1,500 for upgrading training facilities at Longridge Cricket Club.
- Approve a grant of up to £1,000 for the purchase of cricket equipment, which will be purchased by the Town Council and provided to the Club.
- Agree to support Longridge Cricket Club by way of sponsorship for the 2025 season to the value of £550.
- Request the Clerk to contact Suicide Awareness Prevention UK with a view to them meeting with the Chair and other members of the Council to discuss the grant request.

### 8. ANNUAL MEETING OF THE TOWN COUNCIL.

The Clerk submitted a report requesting members to consider a request by Cllr. Jameson (mayor elect) to change the date and venue of the Annual Meeting of the Town Council (Mayor Making).

#### RESOLVED THAT COUNCIL:

- Agree to change the date of the Annual Meeting of the Town Council.
- Agree that the Annual Meeting of the Town Council can be held at the Longridge Civic Hall, at no cost to the Town Council.

*Post meeting note: The Annual Meeting of the Town Council will be held on Thursday 15 May.*

## 9. TOWN COUNCIL NEWSLETTER.

Cllr. Smith submitted a report asking members to approve the publication of a Town Council Newsletter

The report noted that a newsletter would reinforce Longridge's identity as a proactive, resident-focused town, and ensure that all voices are informed and heard and would elevate the Council's visibility and responsiveness, benefiting both governance and community spirit in Longridge.

RESOLVED THAT COUNCIL:

- a. Approve the newsletter project.
- b. Nominate Cllr. Smith to lead the initiative with assistance from the Town Clerk.
- c. Set a launch date for the first issue as July 2025 with a quarterly schedule.
- d. Allocate a budget of up to £250 for initial design and limited printing, transitioning to digital distribution.

## 10. COMMUNITY GARDEN PROJECT

The Clerk provided a verbal update on the Community Garden Project.

The Clerk reminded members that at the Full Council meeting held on 5 March 2025 members agreed to adopt the plot of land that would form the community garden and sign LCC's Heads of Terms, 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. The Clerk reported that LCC will not provide any such assurance.

After a vote by members with the Chair having the deciding vote, it was RESOLVED THAT COUNCIL:

- a. Agree to adopt the plot of land from LCC for use as a community garden and accept any liabilities that may arise.
- b. Authorise the Clerk to notify LCC of the Council's decision.

How councillors voted on item a.

For: Cllrs. Rainford (Chair), Jackson, Walker and Eccles. Against: Cllrs. Rogerson and Smith. Abstained: Cllr. Jameson.

## 11. VE DAY COMMEMORATIONS.

The Clerk submitted a report updating members on the VE Day Commemorations.

The report noted that events will take place on May 2 at the Civic Hall and 8 May at Remembrance Gardens in addition banners, bunting and flags will be installed around Berry Lane.

RESOLVED THAT COUNCIL:

Note the Report

## 12. 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 consideration: Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.*

RESOLVED THAT COUNCIL:

Note the Report.

## 13. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

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

RESOLVED THAT COUNCIL:

Note the Report.

## 14. LOCAL GOVERNMENT DEVOLUTION.

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

RESOLVED THAT COUNCIL:

Note the Report.

**15. POTENTIAL PROBLEMS AND DANGERS.**

Cllr. Smith submitted a report informing members of the problematic weep holes in the boundary wall at Spade Mill Reservoir, on Lower Road, Longridge and the 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.

RESOLVED THAT COUNCIL:

- a. Note the Report.
- b. Request the Clerk to submit the report to the relevant officers at RVBC and LCC.

**16. COUNCILLOR REPORTS.**

1. Cllr. Rogerson updated members on the Towneley Gardens Event Space project.

*Background - provided for these minutes by the Clerk:*

At a RVBC committee meeting held in June 2024, members allocated £10,000 of UKPSF to the design of the Towneley Garden event space, this was due to the inability to secure a 'design and build' contract for the work. As such work progressed wholly on the design element of the scheme. There were delays to commencing this work due to contractual queries and the final concept design was produced in March 2025, as the original UKSPF funding had to be utilised by end of March 2025.

Update:

- The design concept has been shared with RVBC's Policy and Finance Committee.
- Winston Robinson Head of Engineering at RVBC who is responsible for getting the costs, has been unable to get the exact costs of the stone benches etc. proposed to be sourced from the local quarry.
- The scheme as is currently proposed far exceeds the original £90,000 allocated to the project.
- The next step is to discuss the design with the UKSPF Working Group and seek their recommendations. The Working Group cannot meet until it is formed at the next Policy and Finance Committee (17 June).
- RVBC have a 2025/26 UKSPF allocation which is mostly yet unallocated.
- Once the UKSPF Working Group has met and provided their views on the way forward, approval will be sought from the Policy and Finance Committee.

Cllr. Jackson noted that the minutes of the 1 April RVBC's Policy and Finance Committee stated that the design proposals had been shared with the Town Council, this is incorrect as they were only shared with Cllrs. Walker and Rogerson.

2. Cllr. Rainford updated members on issues related to John Smiths Park as they related to waste bins, litter, gates and the poor condition of the play area.

RESOLVED THAT COUNCIL:

- a. Note the updates from Cllrs. Rogerson and Rainford.
- b. Authorise the Clerk to ask the RVBC Clerk to amend the minutes of the 1 April Policy and Finance Committee to state that only Cllrs. Walker and Rogerson had seen the concept design.
- c. Request the Clerk to contact RVBC regarding issues relating to John Smith's Park and litter picking in General.

**17. DATES OF FULL COUNCIL MEETINGS.**

*Post meeting note:*

The next meeting of the Town Council will be held on May 15 (Annual Meeting and Mayor Making) and will be held at Longridge Civic Hall.

**SIGNED BY CHAIR FOR THE MEETING:** L. Jameson

**DATE:** 15/05/2025

A signed copy is on file.