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| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town Council  Council Offices, The Station Building  Berry Lane, Longridge. PR3 3JP  Telephone: **01772 782461**  email: [clerk@longridge-tc.gov.uk](http://h)  website: [www.longridge-tc.gov.uk](http://h) |

**Mission Statement**

Endeavour, through foresight and leadership, to enhance quality of life for Longridge residents and visitors.

Working to enrich facilities and nurture opportunity,

to protect and improve the built and natural environment and promote community pride.

**Minutes of the Longridge Town Council full council meeting held at the Station Buildings, Longridge**

**on Wednesday 13th December at 7pm.**

**Present:**

Cllr J Rogerson (Mayor) Cllr S Rainford (Deputy Mayor)

Cllr R Beacham Cllr L Jameson

Cllr K Spencer Cllr R Ray

Cllr D Jackson Cllr R Walker

Cllr N Stubbs

Town Clerk – Gill Mason

One member of the public.

**1041 Mayor's welcome.**

The Mayor welcomed everyone to the meeting.

A one minute silence was held in memory of Cllr Keith Kaye.

**1042 To receive apologies.**

None.

**1043 Declarations of interests.**

None.

**1044 Public participation.**

No issues raised.

**1045 Minutes of council meetings.**

It was resolved that the minutes be approved and signed by the Mayor.

Proposed by Cllr Walker.

Seconded by Cllr Jackson.

All in favour.

**1046 Planning & licence applications**

3/2023/0845 Proposed conversion of existing garage to form new kitchen/diner with replacement roof and fenestration alterations. - 30 Towneley Road Longridge PR3 3EA

The town council has no observations.

3/2023/0801 Proposed storage container adjacent to Mardale Pavilion. - Car Park Mardale Road Longridge PR3 3EU The town council has no observations.

3/2023/0813 Proposed two storey extension to side and rear with first floor balcony and glazed canopy over patio area to rear, and first floor projection over new porch canopy to front. - 22 Willows Park Lane Longridge PR3 3HJ.

The town council has the following observation: The first floor side windows of the extension which look over the neighbours property are changed from clear to opaque glass.

3/2023/0904 Crown reduce Yew Tree T1 by 25%, pollard Yew Trees T2 and T3 to the height of the natural archway, and coppice Yew Tree T4. - 3 Alston Court Lower Lane Longridge PR3 2XD

The town council has no observations.

3/2023/0956 Demolition of existing dwelling, outbuildings and detached garage and erection of four single-storey dwellings. - Ravenscourt Neville Street Longridge PR3 3FD.

The town council has no observations.

3/2023/0990 Non-material amendment to application 3/2018/0105 involving change of brick types for plots 55-56, 58- 59,61, 64-65 and 71-73. - Land West of Preston Road Longridge PR3 3BE

The town council has no observations.

3/2023/0984 Change of use of an agricultural building to four dwellings. - Barn at Alston Old Hall Farm Alston Lane Longridge PR3 3BN.

The town council has no observations but are informed that the Health and Safety Executive (HSE) are involved due to a gas pipeline.

**1047 Estates Committee**

No meeting held.

**1048 Budget and precept 2024/2025**

**1)To review and approve the draft budget proposal from the Budget Committee and to consider and approve the precept amount for the financial year 2024/2025.**

It was resolved that the budget 2024/2025 be adopted.

Proposed by Cllr Walker.

Seconded by Cllr Rogerson.

All in favour.

**2)To consider the following project items:**

**AED** – It was resolved that the internal defibrillator for the Station Building be purchased up to a budgeted cost of £1500.00. This will include the system, training and installation. Cllr Jackson was asked to email the AED information and quotes to the clerk to circulate to all councillors to consider and approve.

**Longridge in Bloom** -The project has already been approved. Cllr Rainford would like to get up to date quotes for the council to consider.

**Christmas lights** – The council will consider erecting Christmas lights in Longridge next year.

**Fixed – point photography posts -** More information and costs requested.

**Relaying of flags –** The Estates Committee will review this project.

**Rejuvenation of Townley Gardens** – to be included in overall enhancement plan.

**Allotments behind Windsor Avenue** – Clerk to check land ownership / registry.

**External audit** - The clerk to compile a report if anything requires external support.

**Consultation around culture**  - To consider more engagement with the community.

The Town council would like to consider creating a project working group.

**1049 Finance**

**To authorise the following payments:**

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| **Payee** | **Description** | **Amount** | **Payment method** |
| Robert Tomlinson | Christmas tree siting | £2455.00 | BACS |
| Lee Jameson | Reimbursement for flowers | £35.00 | BACS |
| Lee Jameson | Reimbursement for Taxi | £50.00 | BACS |
| Gill Mason | Clerk’s interim hours | £162.50 | BACS |
| Rosemary Glen | Cleaning Station Buildings - Nov | £452.62 | BACS |
| Terry Lewis | Maintenance of rec areas - Nov | £200.00 | BACS |
| Steve | Caretaker – Oct/ Nov | £560.00 | BACS |
| British Gas | Electricity - October invoice | £1362.80 | Direct Debit |
| British Gas | Electricity - November invoice | £1518.61 | Direct Debit |

It was resolved that the payments be made.

The Town Council resolved that the unpublished amounts for salaries should be paid on this occasion. All future payments must be listed on the agenda.

Cllr Beacham will reimburse the Town Council £15.00 towards the cost of the taxi.

Proposed by Cllr Rainford.

Seconded by Cllr Jackson.

All in favour.

**1050 To consider the update of financial activities for the clerk handover.**

The clerk has had a handover meeting with the bookkeeper and will work through the outstanding invoices.

The clerk will contact the two previous councillors and ask them to complete the paper work to be removed as bank account signatories.

**1051 Reports and correspondence (information only)**

Casual vacancies to be reported to Ribble Valley Borough Council.

**1052 Date and time of the next full council meetings for 2024-2025.**

Wednesday 10th January at 2024 at 7pm.

Wednesday 14th February 2024 at 7pm.

Wednesday 13th March 2024 at 7pm.

Wednesday 10th April 2024 at 7pm

Wednesday 8th May 2024 at 7pm.

Wednesday 12th June 2024 at 7pm.

Wednesday 10th July 2024 at 7pm.

August – to be confirmed.

Wednesday 11th September 2024 at 7pm.

Wednesday 9th October 2024 at 7pm.

Wednesday 13th November 2024 at 7pm.

Wednesday 11th December 2024 at 7pm.

The meeting closed at 8.30pm.