



Longridge Town Council

Full Council – Minutes

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|-------------------------|--|------------------------|-------|
| Date: | 14 August 2024 | | |
| Place: | Station Buildings, Berry Lane, Longridge. | | |
| Present: | Councillors: Rainford (Chair), P. Smith, J. Rogerson, R. Walker, N. Stubbs and D. Jackson. | | |
| In attendance: | Town Clerk and one member of the public. | | |
| Meeting started: | 19:00 | Meeting closed: | 20:46 |

240814/

1. WELCOME BY THE CHAIR.

The Chair welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs. Beacham, Spencer and Jameson.

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

Cllr. Walker noted interest in Agenda Item 7.

4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 17 JULY 2024.

The minutes were agreed as a correct record and signed by the Chair.

5. PUBLIC PARTICIPATION.

The Chair welcomed a member of the public who requested an update on two projects: The Pump Track and Townley Gardens.

Post meeting note:

- Longridge Pump Track. There is a planning application in at the moment.
- Townley Gardens. RVBC are progressing a contract with a landscape designer to start the second phase of this item of work.

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.

Schedule of Payments to be considered for approval.

| # | # | Payee | Description | Gross £ | Vat £ | Net £ | Due Date | Ref. |
|----------------|----------------|---------------------------------|--|-----------------|---------------|-----------------|-------------|------|
| 1 | INV-4637 | RGC | Cleaning July + sundry toilet supplies | 544.18 | 90.70 | 453.48 | 22/08/24 | |
| 2 | INV-4637 | RGC | Cleaning June | 497.88 | 82.98 | 414.90 | 23/07/24 | |
| 3 | wp-INV06458763 | Waterplus | Water and Wastewater 03/07 - 02/08 | 247.64 | 14.62 | 233.02 | Due | |
| 4 | 59412 | TPCS | Telephone services June 2024 | 18.00 | 3.00 | 15.00 | Due | |
| 5 | 59511 | TPCS | Telephone services July 2024 | 47.10 | 7.85 | 39.25 | Due | |
| 6 | | Friends of Longridge Civic Hall | Expenses 80 Anniversary D Day | 385.41 | 0.00 | 385.41 | Due | |
| 7 | 1024 | SY maintenance | Caretaker services July | 176.00 | 0.00 | 176.00 | Due | |
| Totals: | | | | 1,916.21 | 199.15 | 1,717.06 | | |

7. GRANT APPLICATIONS.

The Clerk submitted a report asking members to consider two grant applications one from the Longridge Heritage Centre and one from Longridge Football Club (LTFC). These applications were shown in Appendix 1 and 2 of the Report.

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:

- a. Approve a grant of £324 to the Longridge Heritage Centre, as a contribution to an exhibition they will be holding in September 2024.
- b. Approve a grant of £6,874.60 to LTFC, for the overall of two lawn mowers.

Please note that the LTFC grant was approved on the proviso that:

- LTFC will not make another grant application within 12 months.
- The on-ground Council 'advert' will be provided at no cost for two years.
- Recognition of the grant will be made public by inserting an article in the LTFC match-day programme and a post is put out on LTFC's social media platforms.

Post meeting note: LTFC agreed to the above provisions.

8. STANDING ORDERS.

The Clerk submitted a report asking members to consider the re-adoption of the Town's Council's Standing Orders which were set out in Appendix 1 to the Report. Members were reminded that they last approved the Council's Standing Orders in November 2019.

RESOLVED THAT COUNCIL:

Agree to adopt the Standing Orders as shown in Appendix 1 to the Report.

9. FINANCIAL REGULATIONS.

The Clerk submitted a report asking to consider the adoption of the Town's Council's Financial Regulations as set out in Appendix 2 to the Report.

The Report noted that that the Financial Regulations shown in Appendix 2 were based on the Model Financial Regulations produced by the National Association of Local Councils in April 2024 and that the Council's current Financial Regulations were adopted on 14 July 2021 and revised in February 2023.

RESOLVED THAT COUNCIL:

Agree to adopt the Financial Regulations as set out in Appendix 2 to the Report.

10. BLEED KIT.

Cllr. Jackson updated members on the purchase of a Bleed Kit. Cllr. Smith suggested that training in the use of bleed kits and defibrillators should be offered to local publicans.

RESOLVED THAT COUNCIL:

- a. Agree to expenditure of no more that £500, for the purchase of a bleed kit and cabinet.
- b. Request Cllr. Smith to contact the Townley Arms and confirm that they would agree to the Council installing a bleed cabinet next to the Council's noticeboard and also agree to installing a defibrillator cabinet on the same wall. (*Note:* a defib. requires an electrical power source).
- c. Request Cllr. Smith to look for contributions towards the purchase of such kits.

11. 'LONGRIDGE DOES CHRISTMAS'.

The Clerk submitted a report updating members on the plans from 'Love Longridge' for the festive period. Members were reminded that the plans for 2024 were a departure from previous years and would be spread over three days 28, 29 and 30 November.

RESOLVED THAT COUNCIL:

Note the report.

12. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

The Clerk submitted a report updating members on actions from recent meetings. It was noted that when the new telephony system is in place it would include a shared calendar.

RESOLVED THAT COUNCIL:

Note the report.

13. PLANNING MATTERS.

The Clerk submitted a report requesting members to consider planning matters since the last meeting. Considerations were made on several applications see below.

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.

| | |
|------------------------|--|
| Application: | 3/2024/0277 |
| Considerations: | <ul style="list-style-type: none"> • There will be a loss of light for neighbouring properties. • Property has already increased in size, and as a consequence the footprint has increased substantially. |
| Application: | 3/2024/0465 |
| Considerations: | <ul style="list-style-type: none"> • The fence is too high. • Th density and style of the mesh, makes it 'wall like'. • The fence is being sited too close to a footpath. |
| Application: | 3/2024/0579 |
| Considerations: | <ul style="list-style-type: none"> • Major parking issues. • Off street parking is not available and a Travel Plan should be implemented. • Other residents need to be contacted about the proposal as they will be impacted by the lack of off-street parking. |

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Request the Clerk to inform RVBC of the Council's considerations.

14. COUNCILLOR REPORTS

Cllr. Smith provided copies of reports that he had prepared for the Longridge Heritage Trust.

RESOLVED THAT COUNCIL:

Thanked Cllr. Smith for the reports, which they found to be extremely interesting.

15. CONSIDERATIONS OF MATTERS NOT ON THE AGENDA.

- Remembrance Sunday - Members discussed the setting up of a Working Group and noted that the PA system had a fault and needs to be tested.
- Planters - The Clerk noted that they will be delivered by 6 September.
- Risk Register - Members requested the Clerk to prepare a register for a future meeting of the Full Council and collaborate with Cllr. Smith on how the register could be set out.

16. DATES OF FULL COUNCIL MEETINGS.

Members agreed that the following meeting dates:

- 11 September
- 26 October
- 10 November

SIGNED BY CHAIR FOR THE MEETING: *Sarah Rainford*

DATE: *11/09/2024*

A signed copy is on file.

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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.
