Longridge
Town Council

Full Council – Minutes

Date:	**8 October 2025**		
Place:	Station Buildings, Berry Lane, Longridge.		
Present:	Councillors: L. Jameson (Chair), R. Walker, D. Jackson, N. Stubbs, K. Spencer, P. Smith, J. Rogerson and M. Gornall.		
In attendance:	Town Clerk and one member of the public.		
Meeting started:	19:00	**Meeting closed:**	20:08

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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 and thanked the Mayoral Ball Working Group for their efforts in organising the event.

2. **APOLOGIES FOR ABSENCE.**
   Members accepted apologises from Town Councillors Hindle, Eccles, Rainford and Wallbank and County Councillor Duxbury.

3. **DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND WRITTEN REQUESTS FOR PECUNIARY INTEREST DISPENSATION.**
   - Cllr. Rogerson declared an interest in Agenda Item 7 Grant Requests – Girl Guides.
   - Cllr. Gornall declared an interest in Agenda Item 8 Heritage Centre Lease

4. **APPROVE THE MINUTES OF THE LAST COUNCIL MEETINGS.**
   The minutes of the meeting held on 10 September 2025 were agreed as correct records and signed by the Chair.

5. **PUBLIC PARTICIPATION.**
   The Chair granted permission for a member of the public to address the Council on the proposed housing development near the Longridge Town Football Club. It was noted that the planning authority for the proposed development is Preston City Council.

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 in Table 1 below.

Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	2025104124	So Plants	Compost for planters	140.00	23.33	116.67	Paid	03/09/25
2	149	Read Design	Buiding Survey Sports and Social Club	1,155.00	-	1,155.00	Paid	09/09/25
3	1138	Stately Lighting	Electic upgrades to street columns for festive lights	7,272.00	1,212.00	5,775.00	Paid	10/09/25
4		Clerk	Microsoft annual subscription	84.99	14.16	70.83	Paid	29/09/25
5	255389-1	SLCC	Annual subscription	229.00	-	229.00	Paid	01/10/25
6		Andrea Townsend	Purple Poppy wreath (animals)	27.50	-	27.50	Paid	03/09/25
				8,908.49	**1,249.49**	**7,374.00**		

Note: Approval is not usually sought for expenditure approved by Full Council, the Budget Committee, Direct Debits, and people or organisations where the Town Council has a contractual relationship.

7. GRANT REQUESTS.

The Clerk submitted a report requesting members to consider a grant request from Longridge Girls Guides and to re-consider a grant request from the Longridge School of Samba.

RESOLVED THAT COUNCIL:

a. Authorise the Clerk to make the necessary arrangement to pay £225 to the Longridge School of Samba.

b. Request the Clerk to contact the Girl Guides and request copies of the quotes they had received for the roof repairs; information as to their plans for the current building and whether they had requested funds from other sources and for how much.

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

The Clerk submitted a report requesting members to consider minor amendments to the lease that was approved at the 10 September 2025 Council meeting.

RESOLVED THAT COUNCIL:

a. Approved the minor changes.

b. Request the Clerk to arrange for the revised lease to be signed.

9. TOWNELEY GARDEN AWARD OF GRANT

The Clerk submitted a report requesting members to consider the terms that would be set out in a Grant Agreement to be issued by RVBC and whether the Council wished to proceed with the Towneley Garden, Event Space Project.

The Report noted that the Town Council has had written confirmation from RVBC that it will provide a grant of £90,000 to the Town Council to part-fund the creation of an event space on the former bowling green at Towneley Garden.

The Report also noted that as the land is owned by RVBC, a separate licence/legal agreement will be required between the parties to allow the Town Council and/or their contractors to enter the land to undertake the works.

RESOLVED THAT COUNCIL:

a. Agree the Terms as set out in the Report.
b. Authorise the Clerk to write to RVBC confirming the Town Council is able to comply with the requirements and that it wishes to proceed.
c. Authorise the Clerk to set up a Working Group to take the project forward.
d. Authorise the Clerk to arrange a meeting of the Working Group and produce a draft Project Plan for consideration by the Working Group.

10. MAYORAL BALL – UPDATE

The Clerk submitted a report updating members on the arrangements for the 2025 Mayoral Ball.

RESOLVED THAT COUNCIL:
Note the update.

11. 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 (if any) submitted to RVBC since the last Full Council meeting.

12. UPDATE ON ACTIONS SINCE THE LAST MEETING

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

RESOLVED THAT COUNCIL:
Note the Report

13. RVBC UK SHARED PROSPERITY FUND

The Clerk submitted a report updating members on the latest situation regarding the Council's grant requests for funds to re-develop the disused Sports and Social Club and for the re-decoration of the Longridge Heritage Centre.

RESOLVED THAT COUNCIL:
Note the Report

14. COMMUNITY WELL-BEING GARDEN

The Clerk submitted a report updating members on the Community Well-Being Garden project. The Report noted the lease for the Community Garden was completed on 30 September 2025.

RESOLVED THAT COUNCIL:

a. Note the Report

b. Request the Clerk to convene a meeting of the Community Garden Working Group and to co-opt additional members to the group.

15. LOCAL GOVERNMENT REORGANISATION

The Clerk submitted a report updating members on the UK Government's proposals for Local Government Reorganisation.

RESOLVED THAT COUNCIL:
Note the Report

16. TRANSFER OF ASSESTS FROM RVBC.

The Clerk submitted a report updating members on matters relating to the transfer of assets to the Town Council.

RESOLVED THAT COUNCIL

a. Note the Report
b. Request the Clerk to submit a list of assets the Town Council may wish to be transferred and the estimated cost of maintaining them, to a future meeting of Full Council

17. COUNCILLOR REPORTS AND UPDATES.

Cllr. Jackson noted that the Stonebridge Surgery has agreed to provide and install planters outside the surgery which LEAF will be asked to maintain.

Cllr. Jackson also noted that when the Community Garden is up and running it could form part of the Social Subscribing (Community Referral) initiative.

RESOLVED THAT COUNCIL

a. Request the clerk to submit a report to the next meeting of the Full Council regarding conferring the Freedom of Longridge to a person who has retired after 56 years as a Longridge Town crossing patrol officer.
b. Approve expenditure of £100 as a gift to the crossing patrol officer.

18. DATES OF FUTURE MEETINGS.

2025: 12 November and 10 December.

2026: 14 January, 11 February and 11 March.

SIGNED BY CHAIR FOR THE MEETING:

A wet signed copy is on file. DATE:

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