



# Longridge Town Council

## Full Council – Draft Minutes

<b>Date:</b>	9 October 2024		
<b>Place:</b>	Station Buildings, Berry Lane, Longridge.		
<b>Present:</b>	Councillors: Rainford (Chair), R. Bryne, P. Smith, R. Walker, K. Spencer, L. Jameson, J. Rogerson and D. Jackson.		
<b>In attendance:</b>	Town Clerk.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	20:55

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**1. WELCOME BY THE CHAIR.**

The Chair welcomed everyone to the meeting and informed members of her recent activities including attending a Harvest Festival Service in Rawtenstall.

**2. APOLOGIES FOR ABSENCE.**

Council accepted the apologise from Cllrs. R. Beacham and N. Stubbs.

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

Cllrs. Walker and Spencer declared interest in Agenda Item 8 planning application 3/2024/0802.

**4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 11 SEPTEMBER 2024.**

With the exception of incorrect dates for future meetings, the minutes were agreed as a correct record.

**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 the Table below.

### Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Ref.
1	6751079	HMRC	Three months TAX and NI	1,151.22	-	1,151.22	22/10/24	
2	7044569	Waterplus	Water and Wastwater to 2 September	247.64	-	247.64	DD	
3		Waterplus	Water and Wastwater to 2 October	435.99	-	435.99	DD	
4	2024103977	SO Plants	Compost and Plants for new planters	899.00	149.81	749.19	Paid	
5	-	Terry Lewis	Gardening and Lengthsman services. Sept	200.00	-	200.00	Paid	
6	4779	RGC	Cleaning Services etc.	521.03	86.84	434.19	Paid	
7	sdebt23604	RVBC	Road closure - Remembrance Sunday	47.67	-	47.67	Paid	
<b>Totals:</b>				<b>3,502.55</b>	<b>236.65</b>	<b>3,265.90</b>		

## 7. UPDATE ON ACTIONS FROM RECENT MEETINGS.

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

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Agree to remove action 10c from the 14/08/24 Council meeting.
- c. Agree to change action 11.b from the meeting on 17/07/24 to Noted.

## 8. 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:	3/2024/0622/0623 – 6 September
Considerations:	The Council request that RVBC ensure that the footpath mentioned in the application is not the commonly used public right of way footpath as this needs to be protected.
Application:	3/2024/0450 – 27 September.
Considerations:	None
Application:	3/2024/0722 – 4 October.
Considerations:	None

Note: Cllr. Walker left the meeting prior to discussion of the next application.

Application:	3/2024/0802 – 4 October
Considerations:	The Council request RVBC impose the same conditions on this application as other industrial units in the immediate location, and note the potential for nuisance noise on nearby residents.

RESOLVED THAT COUNCIL:

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

Note: Cllr. Walker returned to the meeting.

## 9. UPDATE ON ESTATE AND OTHER RELATED MATTERS.

The Clerk submitted a report updating members on Estate and other related matters.

### 9.1 Community Garden.

The report noted:

- That in August 2024, after receiving a complaint from a resident regarding the state of the plot where the changing rooms of Longridge Town FC had been located, the Clerk contacted LCC, who confirmed they owned the plot.
- LCC had confirmed they would consider renting the plot to the Town Council for conversion into a Community Garden.
- LCC had issued a Head of Terms for leasing the plot and were seeking the Council's approval to it.

RESOLVED THAT COUNCIL:

Request the Clerk to contact LCC and ask them to consider:

- a. Extending the lease period of the plot to 5 years.
- b. Visiting the site and investigate the longstanding drainage issue.
- c. Granting permission to allow representatives of the Town Council to enter the site.

## 9.2 Street Columns and Festive Lighting.

Members were reminded that they had requested the Clerk to ask LCC if they would be able to install electric sockets in street columns and fit suitable brackets to hold festive lights and banners by early December.

The Clerk stated that LCC had confirmed that they would be able to carry out the installations, if the Town Council gave instructions by mid-October.

*Note: Cllr. Rainsford declared an interest in the matter of installations and left the meeting and Cllr. Jameson took over as Chair.*

RESOLVED THAT COUNCIL:

- a. Agree to expenditure of no more than £7,000 for the purchase and installation of brackets on each column that had passed the LCC column test.
- b. Request Cllr. Walker and the Clerk to progress item a. above.
- c. Request Cllrs. Rainsford and Rogerson locate 10/12 locations and columns for the phase 1 installation of festive lights.
- d. Authorise the Clerk to notify LCC of the locations from c. above and instruct them to fit the necessary electric sockets.
- e. Request the Clerk to provide a policy on the use of banners and festive lights on columns where the council had installed brackets and electric sockets.

*Note: Cllr. Rainsford returned to the Chair the meeting.*

## 9.3 Townley Gardens UKSPF Project.

The Clerk reminded members that there had recently been a discussion regarding the Town Council taking over the running of the Townley Garden UKSPF Project.

RESOLVED THAT COUNCIL:

Request Cllr. Jameson to discuss the matter with RVBC and Borough Councillors and report back to the Town Council.

*Note: Cllr. Byrne left the meeting (20:35).*

## 9.4 Pump Track.

Members noted that the Pump Track will be discussed at the next RVBC Planning Committee.

## 9.5 Old Station Café - Rent Review.

The Clerk updated members on the outcome of a recent rent review.

RESOLVED THAT COUNCIL:

- a. Authorise the Clerk to inform the Café of the outcome of the recent rent review.
- b. Agree that the revised rent will be payable from November 2024 and will not be back dated.

## 9.6 Heritage Centre - Licence Review.

The clerk updated members on the Agreement.

RESOLVED THAT COUNCIL:

Request the Clerk to provide a full report to the next meeting of the Estates Committee.

## 10. COUNCILLOR REPORTS.

No reports were submitted.

## 11. CONSIDERATIONS OF MATTERS NOT ON THE AGENDA.

The Clerk updated members on the use of accounting software and the purchase of remembrance poppies for installation on street columns.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to report on the use of accounting software to the next Budget Committee.
- b. Agree to the purchase of 55 poppies to be installed street columns.

**12. GRANT APPLICATION.**

RESOLVED THAT COUNCIL:

Request the Clerk to submit the application to the next meeting of the Budget Committee.

**13. DATES OF FULL COUNCIL MEETINGS.**

Members agreed the following meeting dates for 2024:

- 13 November
- 11 December

**EXCLUSION OF THE PRESS AND PUBLIC.**

RESOLVED THAT COUNCIL:

Approve that the public and press be excluded from the meeting for the next item of business on the grounds that it involves the likely disclosure of confidential information as defined in Schedule 12 of the Local Government Act, 1972.

**14. EMPLOYEMENT MATTERS.**

The Clerk provided a verbal update on training payments made to a previous Clerk and a request from another parish council for a contribution towards monies they had also paid towards training costs.

RESOLVED THAT COUNCIL:

Request the Clerk to prepare a full report to a future meeting of the Council.

**SIGNED BY CHAIR FOR THE MEETING:**

**DATE:**

A signed copy is on file.