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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.

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Proceedings of Estates Committee held on 22nd January 2020

Present: Cllr. J. Rogerson (Chair)

Cllr. N. Stubbs

Cllr. H. Gee

Cllr. A. Odix

Cllr. S. Ashcroft

Andrea Pownall - Town Clerk

Cllr Rogerson (Chair) opened the meeting and welcomed everyone.

**Min 20/01/0035 Apologies for Absence**

None received

**Min 20/01/0036 Declarations of Interests**

None

**Min 20/01/0037 Approval of Minutes**

The minutes of the meeting held on the 27th November 2019 were approved as a correct record.

**Min 20/01/0038 CCTV**

The service packages offered by the CCTV company were discussed at great length. It was agreed that the 12 month maintenance cover was the best option. It was agreed that the Town Clerk contact the CCTV company and ask for a manual to operate the system which was not received at installation.

**Min 20/01/0039 Caretaker/Handyman Station Buildings/Estate Facilities**

The report submitted to Committee was discussed at length. It was agreed that the principal was a good idea and the matter be passed to the Staffing Committee.

**Min 20/01/0040 Energy Certificate**

The Committee received an update on the progress so far. It was agreed that the company who have carried out the initial works in relation to this should now go ahead and issue the energy certificate.

**Next Meeting to be held: TBC**