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| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town CouncilCouncil Offices, The Station BuildingBerry Lane, Longridge. PR3 3JPTelephone: **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 25th May 2021

Present: Cllr. J. Rogerson

 Cllr. N. Stubbs

 Cllr. H. Gee (via Zoom)

 Cllr. D. Jackson

 Andrea Pownall - Town Clerk

Cllr Rogerson opened the meeting and welcomed everyone.

**Min 21/05/0044 Appoint a Chair**

**Committee agreed** Cllr Rogerson as Chair and Cllr Gee as Vice-Chair

**Min 21/05/0045 Declarations of Interests**

None

**Min 21/05/0046 Terms of Reference**

**Committee agreed** the Terms of Reference with no amendments required.

**Min 21/05/0047 Notice Board Longridge Town Council**

**Committee agreed** that a wall mounted 3 bay notice board in a colour to match the existing livery of the Station Buildings should be sourced.

**Min 21/05/0048 War Memorial Flooding**

**Committee noted the verbal update.**

**Min 21/05/0049 Memorial Garden**

**Committee discussed** potential locations and **agreed** a representative from Committee to meet the proposer of the plan on site at the Station Buildings.

**Min 21/05/0050 Kester Lane Children's Play Area**

**Committee were made aware** as to a report the Town Clerk had received regarding a member of the public exercising a dog on the children's play area. It was confirmed that numerous amounts of dog faeces had had to be removed from the children's play area.

Town Clerk had purchased three "no dogs on the play area" signs and would make arrangements for them to be secured to the gates/railings as soon as possible.

**Min 21/05/0051 Public Toilets - Berry Lane**

**Committee noted the verbal update. Committee agreed** that an approach be made to the cleaner to keep a log of works she undertakes that is more than just the basic daily clean - particularly in relation to vandalism.

**Min 21/05/0052 - Station Buildings Roof Replacement**

**Committee noted the verbal update.** The final phase of the roof replacement works which is the replacement of the fascia boards is scheduled to commence from 31st May 2021 (weather permitting).

**Min 21/05/0053 - Frequency of Meeting**

**Committee agreed and noted** the proposed future meeting dates.

***It was agreed in view of the confidential nature of the following item to be discussed, Committee would have excluded the public/press from the meeting if they were present.***

**Min 21/05/0054 Station Cafe Lease**

**Council resolved to accept the proposals as discussed and agreed.**