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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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**AGENDA**

You are hereby summoned to attend Estates Executive Committee

of Longridge Town Council to be held on

Tuesday 3rd January 2023 at 12pm

In the Station Buildings, Berry Lane, Longridge

Jessica Dibble

Town Clerk



**1. Welcome by Chair**

**2. To Receive Apologies**

**3. Declarations of interests & written requests for dispensations pecuniary interest dispensations**

[Note: Councillors are responsible for declaring any personal / prejudicial or disclosable pecuniary interest pertaining to matters on this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on](http://h) the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.

**4. Approval of Minutes**

To approve minutes of meeting held on 27th November 2022

**5. Public Time**

To invite and listen to issues raised by members of the public.

**6. Window Bars at The Old Station Café**

**Committee to discuss** review and discuss the quotes received.

**7. Berry Lane Toilets**

**a) Committee to discuss** the toilets following the recent vandalism.

**b) Committee to review** the quotes received for repairs / refurbishment.

**8. Cleaning Contract**

**Committee to discuss** the current agreement and further discuss the hours needed.

**9. Council Office / Storage**

**Committee to discuss** optimizing the space in the Council office and agree next steps.

**10. Council Office / Storage**

**Committee to discuss** the process for the removal and disposal of the Highstreet Christmas trees and the larger tree located at the War Memorial.

**11. Memorial Stone – Preservation**

**Committee to discuss** the memorial stones and the costs associated with preserving them.

**12. Date of Next Meeting**

**Tuesday 31st January 2023 at 1pm in The Station Buildings Meeting Room**