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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 18th April 2023 at 9:30am

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 21st March 2023

**5. Public Time**

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

**6. Poppy Fire**

**Committee to note** the confirmed date of Poppy Fire to carry out a Fire Risk Assessment.

**7. Repairs Log**

**Committee to review and discuss** the proposed repair log for the Café.

**8. Items raised by the Café**

**Committee to review** the minutes of the meeting on 11th April 2023 and discuss any resolutions.

**9. Insurance**

**Committee to discuss** the insurance renewal quote.

**10. Key Holder Responder**

**Committee to discuss and agree** to instruct Top Marks to respond to alarm call outs.

**11. Kings Coronation**

**Committee to note** the update in relation to the Coronation event.

**Committee to review the quote** for the building to be patrolled during the event.

**12. Date of Next Meeting**

The next meeting date will be 23rd May 2023 at 9:30am.