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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

Wednesday 24th May 2023 at 6pm

In the Station Buildings, Berry Lane, Longridge

Jessica Dibble

Town Clerk

**1. Welcome by Chair 2022/2023**

**2. Appointment of Chairman and Vice Chairman 2023 / 2024**

**3. To Receive Apologies**

**4. 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.

**5. Approval of Minutes**

To approve minutes of meeting held on 18th April 2023

**6. Public Time**

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

**7. Terms of Reference**

**Committee to review and agree t**he Terms of Reference(revised June 2022).

**8. Allotments**

**Committee to discuss and agree** the proposed Allotment fees for Windsor Avenue.

**9. Shredding**

**Committee to discuss** the proposal to shred the confidential waste as a ‘one off’.

**10. Office Furniture**

**Committee to discuss** the office furniture and next steps.

**11. Smart TV**

**Committee to review and agree** the proposed costs for a Smart TV in the meeting room.

**12. Garden works – Station Buildings**

**Committee to review and discuss** the quote for proposed garden works required.

**13. Date of Next Meeting**

**Wednesday 28th June 2023 at 6pm in The Station Buildings Meeting Room**