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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 25th October 2023 at 6pm

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 September 2023

**5. Public Time**

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

**6. Garden Maintenance**

**Committee to discuss and agree** the next steps for the garden area at the Station Buildings.

*(Please see third quote)*

**7. The Gathering – External Use**

**Committee to note the dates** the proposed hire costs of the gazebo and

**8. Requests submitted by the Café**

**Committee to review and discuss** the queries submitted Café.

* Joint boiler service
* Repair to the tap in the Staff toilets
* Cleaning of the flags surrounding the building.

**9. Date of Next Meeting**

**Wednesday 22nd November 2023 at 6pm in The Station Buildings Meeting Room**

**Part 2**

*The public and press are to be excluded from agenda items if items for discussion are either confidential or exempt as defined in Schedule 12 of the Local Gov Act 1972.*

**10. General Building Review**