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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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Proceedings of Estates Committee held on 27th September 2022

Present: Cllr. J Rogerson (Chair)

Cllr. H Gee (Vice Chair)

Cllr. D Little

Cllr. L Jameson

Cllr. S Ashcroft

Jessica Dibble (Town Clerk)

**Min 27/09/0132 Welcome by Chair**

Cllr. J Rogerson (Chair) opened the meeting and welcomed everyone.

**Min 27/09/0133 Min Apologies for Absence**

All committee members were present.

**Min 27/09/0134 Declarations of Interests**

None declared.

**Min 27/09/0135 Approval of Minutes**

Minute 26/08/0127 Town Clerk changed the agenda item from ‘Asset Management Register’ to ‘Estate Management Register’.

The minutes of meeting held on 30th August 2022 were then approved as a correct and accurate record.

Proposer: Cllr. H Gee

Seconder: Cllr. D Little

**Min 27/09/0136 Public Time**

No observers or speakers were present for the meeting.

**Min 27/09/0137 Electricity Supply - Renewal**

**Committee reviewed** the most recent quote and supporting information.

**Committee discussed** the current ‘energy crisis’ and confirmed that whilst the Government are in the process reviewing an ‘Energy Price Guarantee’ the committee believeit would be more viable in the short term to remain out of contract.

**Min 27/09/0138 Bin Storage Unit at The Old Station Café**

**Matter deferred until detailed plans have been received.**

**Min 27/09/0139 Room Hire Rate**

**Committee discussed** the current room hire rates and charging structure.

**Committee agreed** that the rates would remain the same and any exceptional bookings where financial assistance is sought, should be put in writing and brought before the Council.

**Committee further agreed** to speak with the website developer and arrange an online booking form where groups can ‘pay as you go’.

Proposer: Cllr. L Jameson

Seconder: Cllr. D Little

**Min 27/09/0140 Gazebo Hire**

**Committee agreed** that the hire fee relating to the Town Council gazebo was fair and reasonable. Therefore, the cost to hire the Gazebo would remain at £20.00 for the day.

**Committee further agreed** that the gazebo should be available to book via our website and therefore this along with the room booking system will be discussed with our website developer.

**Committee discussed** the ‘community gazebo’ which is stored at the Longridge Civic Hall. **Committee confirmed** that this was gifted to LSEC and therefore any revenue received by LSEC for the hire of the Gazebo stays with LSEC.

**Min 27/09/0141 Covid 19 stickers on the floor**

**Committee agreed** the quote received from Rosemary Glen for the removal costs.

NB - Quote inclusive of the Work Station stickers on the windows.

Total: £148.00 Inc VAT

Proposer: Cllr. J Rogerson

Seconder: Cllr. S Ashcroft

**Min 27/09/0142 Work Station Stickers on Windows**

**Committee agreed** the quote received from Rosemary Glen for the removal costs.

NB - Quote inclusive of the Covid -19 stickers on the floor.

Total: £148.00 Inc VAT

Proposer: Cllr. J Rogerson

Seconder: Cllr. S Ashcroft

**Min 27/09/0143 Garden Maintenance**

**Committee reviewed** the quote from a local landscaper.

**Committee noted** that the quote was indicative of the works required to bring the gardens up to a maintainable standard for our Heritage Centre Volunteers.

**Committee agreed** that a comparison quote was needed and the Clerk should try to reach John Gornall for a quote following his attendance to discuss the required works in August 2022.

In the event that no quote Is received by John Gornall, the Clerk is to seek another quote from a landscape gardener.

Once at least two quotes have been received, the matter will be brought before the estates committee to provide their recommendation to full council.

**Min 27/09/0144 A&D Drains**

**Committee noted** the verbal update from Cllr. J Rogerson in relation to the recent drain survey.

Cllr. J Rogerson confirmed he would make contact with Rachel Crompton, Principal Flood Risk Officer for Lancashire County Council to arrange a meeting.

Clerk is to forward the survey on to Matthew Riding of Ribble Valley Borough Council for his thoughts.

Cllr. J Rogerson will also provide a verbal update at the full council meeting on Wednesday 28th September 2022.

Meeting closed at 14:56

**Date of Next Meeting – 25th October 2022 at 1pm**