

Towneley Garden Event Space

Meeting Notes

A Town Council Working Group



Date:	19 November 2025		
Place:	Council Offices, Station Buildings, Berry Lane, Longridge.		
Present:	Cllrs: Walker, Eccles, Smith, and Gornall.		
In attendance:	Town Clerk and Cllr. Jameson		
Meeting started:	16:30	Meeting closed:	17:15

1. Apologies for absence.

Apologies were accepted from Cllr. Rogerson

2. Terms of Reference.

- The Terms of Reference were approved.
- Cllr. Gornall was nominated as Chair
- Cllr. Walker was nominated as Vice Chair

3. Project Plan.

The Clerk to send the current plan to Cllr. Gornall for review and consideration of dates for the key deliverables.

4. Other Actions.

- The Clerk to ask Emma Baines to attend the next meeting of the Group.
- Cllr. Walker to invite a contractor (for example William Pye) to a future meeting.
- The Clerk to contact RVBC to see if they have any architectural plans that the WG would find useful.

5. 'Stage 1'

It was agreed that this 'Stage 1' will be a standalone project in the context of the 'Stage 2' EOI that has been submitted for £100,000 which will be reviewed by RVBC once 'Stage 1' is complete.

6. Future meeting dates.

1 December at 10:00 for site 'walk-about' followed by a meeting

