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| cid:2887E7B4-4235-4453-B7C9-14F4166BF0CB | Longridge Town CouncilCouncil Offices, The Station BuildingBerry Lane, Longridge. PR3 3JPTelephone: **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 Budget Executive Committee held on

24th May 2023

Present:

 Cllr. D Little

 Cllr. S Rainford

Cllr. J Rogerson

Cllr. R Walker

Cllr. R Beacham

 Jessica Dibble - Town Clerk

**Min 2023/05/0244 Welcome by Chair**

Cllr. D Little welcomed everyone to the meeting at 19:07

**Min 2023/05/0245 Appointment of Chairman and Vice Chairman 2023 / 2024**

The outgoing Chairman welcomed nominations for a Chairman of the Budget Committee.

Cllr. D Little expressed his interest as chairman 2023/2024.

Proposer: Cllr. S Rainford

Seconder: Cllr. R Walker

This proposal was then unanimously agreed by all committee members.

The Chairman Cllr. D Little then welcomed nominations for Vice Chairman of the Budget Committee.

Cllr. R Walker expressed his interest as vice chairman 2023/2024.

Proposer: Cllr. S Rainford

Seconder: Cllr. D Little

The proposal was then unanimously agreed by all committee members.

**Min 2023/05/0246 Apologies**

Cllr. N Stubbs

**Min 2023/05/0247 Declarations of interests**

Cllr. J Rogerson Item 9

Cllr. S Rainford Item 10

The Clerk Item 14

**Min 2023/05/0248 Approval of Minutes**

Minutes of meeting held on 28th March 2023 were approved as a correct and accurate record.

Proposer: Cllr. D Little

Seconder: Cllr. J Rogerson

**Min 2023/05/0249 Public Time**

None in attendance.

**Min 2023/05/0250 Terms of Reference**

**Committee reviewed** the Terms of Reference and ratified the same for 2023/2024.

Proposer: Cllr. J Rogerson

Seconder: Cllr. D Little

**Min 2023/05/0251 Internal Auditor**

Clerk confirmed the accounts have now been passed to Holdens with an expected return date of 8th June 2023.

The Chairman advised that the year-end was complete with all accounts balanced. Going forward, the Chairman advised it was his intention to write up a process ready for the next financial year.

**Min 2023/05/0252 Grant Request – Goosnargh and Longridge Show**

*19:16 Cllr. J Rogerson left the room.*

Committee members reviewed the grant request received from Goosnargh and Longridge Show.

Following discussions, it was agreed that we would award the grant request in full in the sum of £1500.00

Proposer: Cllr. S Rainford

Seconder: Cllr. R Walker

Committee Vote: All in favour.

*19:18 Cllr. J Rogerson returned to the meeting.*

**Min 2023/05/0253 Grant Request – Longridge Field Day**

*19:18 Cllr. S Rainford left the meeting.*

Committee members reviewed the grant request received from Longridge Field Day

Following discussions, it was agreed that we would award the grant request in full in the sum of £1200.00

Proposer: Cllr. J. Rogerson

Seconder: Cllr. R Walker

Committee Vote: All in favour.

*19:20 Cllr. S Rainford returned to the meeting.*

**Min 2023/05/0254 Longridge Field Day & GLAS**

Committee discussed the two up and coming events and what would be the best method Town Council to have a presence. It was noted that we usually purchase merchandise to give to the electorate in the event they need to contact us.

The Committee agreed that the Councillor information leaflet which was produced last year, was a great way of showing the electorate what we do, who they need to contact and who their local Councillor is.

It was agreed that the Clerk would edit the leaflet and distribute the same to Councillors for review before going to print for Longridge Field Day and Goosnargh and Longridge Agricultural Show.

Cllr. Rainford further proposed that a tabard with Mayor, Deputy Mayor, Councillor and Clerk would be great at events so members of the public could easily identify Council members and raise any questions or queries they might have.

Clerk is to seek costings for tabards with the logo and print.

Proposer: Cllr. S Rainford

Seconder: Cllr. J Rogerson

Committee Vote: All in favour.

**Min 2023/05/0255 Friends of the Civic Hall**

Committee members reviewed the grant request received from The Friends of the Civic Hall.

Following discussions, it was agreed that we would award the match funding grant request in full in the sum of £2500.00

Proposer: Cllr. S Rainford

Seconder: Cllr. J Rogerson

Committee Vote: All in favour.

**Min 2023/05/0256 Blue Plaques**

Clerk provided the Committee with an update in relation to the Blue Plaques.

Following discussions with Longridge Heritage Centre Trust it was agreed that Longridge Town Council would support the Blue Plaque refurbishment initiative in principle.

Clerk is to make contact with the Longridge History Society and advise them to submit a grant for the costs.

**Min 2023/05/0257 LTC Event – Clerk**

**Committee discussed** the additional hours the Clerk had worked for the recent Coronation Event.

**Committee agreed** to award the Clerk in the sum of £250.00 for the additional hours worked at the event as a thank you.

**Min 2023/05/0258 Date of Next Meeting**

Budget Meeting – Wednesday 28th June 2023 at 7pm in The Station Buildings Meeting Room.

*Chairman Cllr. D Little Closed the meeting at 19:44*