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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 Budget Executive Committee held on

4th October 2022

Present:

Cllr. D Little

Town Clerk - Jessica Dibble

**Min 2022/10/0168 Apologies**

Cllr. J. Rogerson

Cllr. H. Gee

Cllr. R. Adamson

Cllr. R. Beacham

**Meeting not in Quorum**

The minimum number of committee members required for quorum to be achieved was not met and therefore, non - binding discussions were held.

Any decisions made during the course of the meeting were considered as informal and will not be acted upon.

Informal notes relating to the agenda items were made however, where meetings do not have quorum, no minutes are kept.

Any matters requiring urgent attention will be brought before the full council on 12th October 2022 at 7pm.

**2022/10/0168 - Financial Accounting Statement**

Financial Accounting statement enclosed in the table below.

**2022/10/0169 - Financial Regulations Document**

Cllr. D Little and the clerk discussed clause 4.3 which relates to carrying over any balances of unspent budget monies.

It was decided that the committee will refer the matter to full council for their opinion.

**2022/10/0170 - Grant Application Policy**

The grant application policy is currently a ‘work in progress’ the latest copy will be submitted for review at the next Budget meeting dated 01/11/2022.

**2022/10/0171 - Grant Application Form**

The small value grant application form has been drafted and is currently a ‘work in progress’.

The higher value grant application form remains in draft to meet

Both the small value and higher value grant forms will be submitted for review at the next Budget meeting dated 01/11/2022.

**2022/10/0172 – Room Hire Request**

Cllr. D Little and the Clerk reviewed the request from the U3A group.

Due to the meeting not being quorate it was agreed to defer the request to the next budget meeting dated 01/11/2022.

**2022/10/0173 – SLCC**

Cllr. D Little advised this matter is to form part of the financial information at the next full council meeting dated 12th October.

**Min 2022/10/0174 Date of Next Meeting**

Tuesday 1st November 2022 at 1pm.