



Longridge Town Council

Full Council – *Draft* Minutes

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|-------------------------|---|------------------------|-------|
| Date: | 11 December 2024 | | |
| Place: | Station Buildings, Berry Lane, Longridge. | | |
| Present: | Councillors: Rainford (Chair), P. Smith, R. Walker, K. Spencer, L. Jameson, N. Stubbs and D. Jackson. | | |
| In attendance: | Town Clerk. | | |
| Meeting started: | 19:00 | Meeting closed: | 20:45 |

241211/

1. WELCOME BY THE CHAIR.

The Chair welcomed everyone to the meeting and informed members of her recent activities including attending Band Concerts at the Civic Hall. The Chair thanked Cllr. Jameson (Deputy Mayor) for standing in at various events including the Longridge High School, Year 11, Presentation Evening and Longridge Does Christmas activities.

The Chair thanked Cllr. Walker for arranging the Town Council's Christmas dinner and noted the excellence of the Youth Band at the Christmas Band Concert.

2. APOLOGIES FOR ABSENCE.

Members accepted apologies from Cllrs. R. Beacham, R. Byrne and Rogerson. The Chair wished Cllrs. Beacham and Rogerson speedy recoveries.

3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND WRITTEN REQUESTS FOR PECUNIARY INTEREST DISPENSATION

Cllr. Rainsford declared interest in Agenda Item 7 - Grant Application.

4. APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 13 NOVEMBER 2024.

The minutes were agreed as a correct record, and noted that Cllr. Stubbs had attended the meeting.

5. PUBLIC PARTICIPATION.

A member of the Longridge Environmental Group (LEG) attended the meeting and outlined the activities of the Group, the skills members have and the work LEG had undertaken in and around Longridge.

It was noted that Agenda Item 9 on the agenda, requested members to consider how the Town Council and the LEG could work together to make the town better for people and nature.

RESOLVED THAT COUNCIL:

Thanked the LEG member for attending the meeting and for updating the Town Council of the group's activities and expertise.

6. FINANCE REPORT.

The Clerk submitted a report seeking approval for the accounts to date and the Schedule of Payments.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to take a report to the next Budget Committee regarding transferring funds from the NatWest Bank Account No. 1 to a Unity Trust Bank savings account.
- b. Approve the accounts to date.
- c. Approve the Schedule of Payments as set out in the Report and the Table below.

Schedule of Payments to be considered for approval.

| # | Ref. | Payee | Description | Gross £ | Vat £ | Net £ | Due Date | Date Paid |
|----------------|---------------|-------------------------|---|------------------|-----------------|-----------------|-------------|--------------|
| 1 | 2510 | Lentech | Erection of two christmas trees and lights. Supply of oine set of lights | 150.00 | 30.00 | 120.00 | 16/12/24 | |
| 2 | 2508 | Lentech | Erection of Christmas trees at business premises | 2,640.00 | 440.00 | 2,200.00 | 16/12//24 | |
| 3 | 8319/2 | Optimum | Old station Café signage | 3,036.60 | 506.10 | 2,530.50 | 26/12/24 | |
| 4 | 5201544219.00 | LCC | Application Fee for Christmas lights | 90.00 | 15.00 | 75.00 | Paid | 25/11/24 |
| 5 | 168 | NW Traffic Management | Road closure Remembrance Sunday | 2,946.00 | 491.00 | 2,455.00 | Paid | 21/11/24 |
| 6 | | Friends of Longrodge CH | Refreshments Remembrance Sunday | 151.20 | - | 151.20 | Paid | 15/11/24 |
| 7 | 1133 | Keighley Plumbing | Labour and supply of five radiators | 1,389.37 | 231.56 | 157.81 | | 17/12/24 |
| 8 | 567 | Keighley Plumbing | Toilet syphon kit | 34.34 | 5.72 | 28.62 | | 17/12/24 |
| 9 | | Clerk | Standbye taxi for Remembrance Sunday | 20.00 | - | 20.00 | Paid | 15/11/24 |
| Totals: | | | | 10,457.51 | 1,719.38 | 7,738.13 | | |

Note: Approval is not usually sought for people of organisations where the Town Council has a contractual relationship.

7. FUNDING APPLICATIONS.

The Clerk submitted a report asking members to consider a funding request from the Little Green Bus Company and the renewal of the Longridge Band - Annual Patron Fee.

7a. Little Green Bus. – Funding Request

Members were informed that the Clerk had received an email (as had all parish and town councils in the Ribble Valley) from the Little Green Bus Company, requesting the Town Council to consider providing financial support to enable them maintain their services.

7b. Longridge Band – Annual Patron Fee.

Note: *Cllr. Rainford left the meeting at this point and returned for Agenda Item 8.*

The Clerk informed members that he had received a letter from the Longridge Band, reminding the Council that the Annual Patron Fee for 2024 was due.

Although the letter did not provide an indication of the fee required; members were reminded that in previous years the Council had paid an annual fee of £500 in 2019-2021 and £600 in 2022 and 2023. Members were also reminded that the Longridge Band do not charge for the services of the bugler (Remembrance services) or for attending the "Carols round the Christmas Tree" on Christmas Eve.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to contact the Little Green Bus Company and ask them to:
 - i. Complete the Town Council's Grant Application Form.
 - ii. Explain their level of reserves (as shown in the balance sheet provided to Companies House).
 - iii. Provide details of the benefits the residents of Longridge receive from the Little Green Bus scheme.
- b. Request Cllr. Spencer and the Clerk, to re-draft the Council's current Grants Policy with particular reference to Sponsorship and Annual Patron Fees.

8. MICRO WOODLAND AT JOHN SMITH'S REGREATION GROUND.

The Clerk submitted a report updating members on a proposal from Lancashire County Council (LCC) to plant a micro wood at the John Smith's Recreation Ground, as part of a Forestry Commission 'Treescape' initiative.

Although members were in the main agreeable to the planting, they expressed their disappointment in the lack of consultation from either LCC or Ribble Valley Borough Council (RVBC) on the matter.

RESOLVED THAT COUNCIL:

Request Cllr. Jameson contact RVBC to seek clarity on the proposal.

9. LONGRIDGE ENVIRONMENTAL GROUP

The Clerk submitted a report requesting members to consider how the Town Council and the Longridge Environment Group (LEG) could work together to make the town better for people and nature.

Note: *In the Public Participation part of the meeting (Agenda Item 5) a representative of the LEG outlined the activities of the Group, the skills members had and the work LEG had undertaken in and around Longridge.*

RESOLVED THAT COUNCIL:

- a. Agree to work with LEG on improving the Longridge Town Centre for people and nature.
- b. Nominate Cllrs. Jackson and Smith to attend any Forum LEG set up on the matter.
- c. Agree to waive any charges for the first meeting of the Forum, if LEG choose to use the Council's Conference Room.
- d. Request the Clerk to submit a report to the next meeting of the Estates Committee on the charging policy for users of the Council's Conference Room.

10. TELEPHONE BOX – KESTOR LANE.

Cllr. Jackson informed members that the Council has now submitted the documents to officially adopt the phone box on Kestor Lane.

RESOLVED THAT COUNCIL:

- a. Thanked Cllr. Jackson for the update and the work undertaken to adopt the phone box.
- b. Request Cllr. Jackson and the Clerk to prepare a report to a meeting of Estate Committee regarding the adoption of other phone boxes in Longridge, if and when they become available for adoption.
- c. Request the Clerk to prepare a report to the Budget Committee seeking approval of expenditure for the purchase and installation of a defibrillator for the adopted 'Kestor Lane' phone box.

Note: *Cllr. Jameson left the meeting at 20:10 and returned at 20:15*

11. BULLYING AND ANTI-SOCIAL BEHAVIOUR

Cllr. Smith submitted a report requesting members to consider what actions the Town Council can take (if any), to prevent anti-social behaviour and bullying.

RESOLVED THAT COUNCIL:

- a. Defer any actions from the report, until the 'Longridge Lifesavers' Working Group had completed their findings and reported back to the Full Council.
- b. Request the Clerk to invite Ribble Valley Borough Councillor, Rachel Ray to a meeting of the 'Longridge Lifesavers'.

12. PLANNING APPLICATIONS.

The Clerk submitted a report requesting members to consider planning matters since the last meeting. Considerations were made on several applications see below.

Note. The following types of applications are not for consultation and are therefore excluded from the lists below: Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.

| | |
|------------------------|--------------------------------------|
| Application: | 3/2024/0858 |
| Considerations: | RVBC should consider parking issues. |

12.1 Pump Track.

The Clerk reminded members that the grants for the Kestor Lane Pump Track are £60,000 from the UKSPF and £40,000 from the LEF (Lancashire Environmental Fund). It was also noted that the contractor is on schedule to complete works by the end of March 2025.

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Request the Clerk to inform RVBC of the Council's planning considerations.

13. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

The Clerk submitted a report updating members on actions from recent meetings.

RESOLVED THAT COUNCIL:

Note the Report.

14. COUNCILLOR REPORTS.

No reports were submitted.

15. CONSIDERATIONS OF MATTERS NOT ON THE AGENDA.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to submit a 'lessons learnt' report on all things related to Christmas festivities to a future meeting of the Estates Committee.
- b. Request the Clerk to submit a report to a future meeting of the Estates Committee on the relationship between the Town Council and the Civic Hall.

16. DATES OF FULL COUNCIL MEETINGS.

Members agreed the following meeting date for 2025:

- January 8 (To be confirmed)
- February 12
- March 12
- April 9
- May 14

EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED THAT COUNCIL:

Approve that the public and press be excluded from the meeting for the next item of business on the grounds that it involves the likely disclosure of confidential information as defined in Schedule 12 of the Local Government Act, 1972.

17. APPLICATION TO BE A TOWN COUNCILLOR.

The Clerk provided an update on a person who had put themselves forward as a Town Councillor.

The Clerk noted that he had met the applicant, that they met the criteria required to be a Longridge Town Councillor and that he had explained the role of a Town Councillor to them.

RESOLVED THAT COUNCIL:

Request the Clerk to arrange a convenient time when the applicant can be interviewed by current councillors

SIGNED BY CHAIR FOR THE MEETING:

DATE:

A signed copy is on file.