



# Longridge Town Council

## Full Council – Minutes

<b>Date:</b>	13 November 2024		
<b>Place:</b>	Station Buildings, Berry Lane, Longridge.		
<b>Present:</b>	Councillors: Rainford (Chair), P. Smith, R. Walker, K. Spencer, L. Jameson, J. Rogerson and D. Jackson.		
<b>In attendance:</b>	Town Clerk.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	20:45

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**1. WELCOME BY THE CHAIR.**

The Chair welcomed everyone to the meeting and informed members of her recent activities including attending several Remembrance events and attending a LALC conference.

The Chair thanked the Clerk for his contribution in organising the Remembrance commemorative events.

**2. APOLOGIES FOR ABSENCE.**

Members accepted apologies from Cllrs. R. Beacham, R. Byrne and County Cllr. Swarbrick.

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

Cllr. Jameson declared interest in Agenda Item 9.3 - Townley Gardens.

Cllr. Spencer declared interest in Agenda Item 12 - Grant Application.

Cllr. Rogerson and Cllr. Smith declared interest in Planning Application 757

Cllr. Rogerson declared interest in planning application 0618, and left the meeting when this item was being discussed. Cllr. Rogerson rejoined the meeting after discussions on this planning application was complete.

**4. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 9 OCTOBER 2024.**

The minutes were agreed as a correct record.

**5. PUBLIC PARTICIPATION.**

There was no public participation.

## 6. FINANCE REPORT

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

RESOLVED THAT COUNCIL:

- a. Approve the accounts to date.
- b. Approve the Schedule of Payments as set out in the Report and the Table below.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Date Paid
1	2489	Lentech	Install two Victorian style lanterns	450.00	75.00	375.00	Paid	21/10/24
2		Andrea Townsend	Purple poppies	25.00	-	25.00	Paid	29/10/24
3	909	Bolton Christmas Trees	Purchase 140 small and 2 large trees	2,294.40	382.40	1,912.00	Paid	29/10/24
4	PCJ07	Royal British Legion Trade	Poppies for columns	240.00	48.00	192.00	Paid	29/10/24
5		Terry Lewis	Gardening services etc. October	240.00	-	240.00	Paid	05/11/24
6	PCJ07	Royal British Legion Trade	Poppies for columns (more)	54.00	10.80	43.20	Paid	05/11/24
7	PCJ07	Royal British Legion Trade	Civic wreaths x 6	200.00	40.00	160.00	Paid	05/11/24
8	..5618	Jessica Dibble	Micosoft 365 (paid in error by Jess)	59.99	10.00	47.99	Paid	05/11/24
9	571409	LITE (lighting and Illumin)	Festive lights and brackets	6,006.72	1,001.12	4,955.60	Paid	05/11/24
10		High Access Windows	Window cleaning (outside)	30.00	-	30.00	Due	
11	1166841	Longridge Band	Remembrance Day	600.00	100.00	500.00	Due	
<b>Totals:</b>				<b>10,200.11</b>	<b>1,667.32</b>	<b>8,480.79</b>		

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

## 7. 2025-26 BUDGET AND PRECEPT CONSIDERATIONS

The Clerk submitted a report updating members on the Budget Committee's recommendations for the Council's 2025-26 precept, and to seek approval on the level of expenditure and the services it intends to deliver in 2025-26 and to agree the Council's General Reserve for 2025-26

Members were reminded that Town and Parish Councils irrespective of their size, have a statutory duty to prepare an annual budget and that it is not lawful to set a precept unless a budget has been prepared and approved.

RESOLVED THAT COUNCIL:

- a. Note the contents of the report and Appendix 1.
- b. Approve the budget and the services the Council intends to deliver in 2025-26 as set out in Appendix 1.
- c. Agree a precept for 2025-26 of £98,195.
- d. Agree to set a General Reserve of no more than £70,000
- e. Request the Clerk to submit a report to the January 2025 Full Council meeting on the 'Longridge Loop'.

## 8. DEFIBRILLATORS AND 'LONGRIDGE LIFE SAVERS'

The Clerk submitted a report asking members to consider; the re-siting of a Council defibrillator, the establishment of a 'Longridge Lifesavers' group and the adoption and conversion of a BT phone box to house a defibrillator.

RESOLVED THAT COUNCIL:

- a. Request the Clerk to investigate re-sitting the defibrillator cabinet on the Café wall near the Bleed cabinet.
- b. Request the Clerk to set up a Working Group, including Cllrs. Smith and Jackson to investigate the establishment of a 'Longridge Lifesavers' group.
- c. Agree to adopt decommissioned BT phone boxes for installing defibrillators and look to include an emergency phone in the box.
- d. Request Cllr. Jackson to look into the adoption of decommissioned phone boxes (point c. above) and report back to the Full Council.

**9. TAXI STAND.**

The Clerk submitted a report asking members to consider a response to emails sent by RVBC regarding a taxi stand on the car park near the Co-op supermarket on Berry Lane.

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Request the Clerk to contact RVBC stating that the Town Council's is interested in the creation of a taxi stand(s) in Longridge near Co-op supermarket on Berry Lane.

**10. 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.*

<b>Application:</b>	<b>3/2024/0757</b>
<b>Considerations:</b>	RVBC should ensure that the applicant discloses any matters that may impact the privacy of residents occupying the new property.
<b>Application:</b>	<b>3/2024/0618</b>
<b>Considerations:</b>	The applicant should disclose what type of cladding is being proposed and RVBC should ensure that the cladding meets the latest safety standards/regulations
<b>Application:</b>	<b>3/2024/0833</b>
<b>Considerations:</b>	The Council request RVBC consider further the issue of flooding, which has occurred in this area previously.

RESOLVED THAT COUNCIL:

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

**11. UPDATE ON ACTIONS FROM RECENT MEETINGS.**

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

RESOLVED THAT COUNCIL:

Note the report.

**12. UPDATE ON ESTATE AND OTHER RELATED MATTERS.**

The Clerk submitted a report updating members on Estate and other related matters.

The report noted the following:

**Community Garden:**

On 30 October 2024, Cllrs. Jameson, Walker, Smith and Rogerson met with the Contracts Manager from LCC's Asset Management Service, to discuss the 'drainage issue'.

**Townley Gardens:**

A Part 2 report is being submitted to RVBC's Policy and Finance Committee on Tuesday 12 October to seek Committee input into the way forward.

**Pump Track:**

The Pump Track now has planning permission and Velosolutions have been awarded the contract to build it.

RESOLVED THAT COUNCIL:

- a. Note the report.
- b. Request the Clerk to Contact RVBC's Director of Economic Development and Planning, noting that the Town Council would be able to engage with contractors who may be able to provide design quotes.

**13. COUNCILLOR REPORTS.**

No reports were submitted.

**14. CONSIDERATIONS OF MATTERS NOT ON THE AGENDA.**

- The Clerk updated members on an employment matter that was discussed as a Part 2 item at the 13/11/2024 Council meeting.
- Cllr. Jackson reported a parking issue at the top of Berry Lane, where a bus stop had been removed.

RESOLVED THAT COUNCIL:

Request the Clerk to contact the previous clerk on the employment matter.

**Post meeting note:** Cllr. Walker has contacted LCC on the parking matter.

**15. GRANT APPLICATIONS.**

The Clerk submitted a Report requesting members to re-consider a grant request from Longridge Social Enterprise Company (LSEC) for a financial contribution towards improvements to the Longridge Civic Hall.

Members were reminded that the Budget Committee at its meeting on 23 October 2024 discussed the application and resolved to request additional information regarding certain aspects of the application, the additional information was provided in Appendix 2 to the Report.

RESOLVED THAT COUNCIL:

Subject to LSEC providing the Town Council with a specification for the heaters, agree to provide funds of up to £1,700 towards the cost of heaters.

**Note:** Cllr. Spencer abstained from voting on this Agenda Item.

**16. DATES OF FULL COUNCIL MEETINGS.**

Members agreed the following meeting date for 2024:

- 11 December starting at 7:00pm

**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 a verbal 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.