

Longton Parish Council

7 Bilborough Meadow

Lea

Preston

PR2 1YY

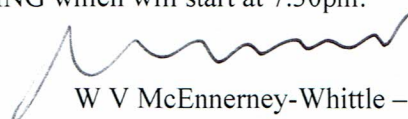
Tel 01772 733829

E-mail: clerk@longton-pc.gov.uk

7th May 2025

NEXT MEETING

Members of the Council are summoned to the **ANNUAL PARISH COUNCIL MEETING** to be held on
Tuesday the 13th May 2025 at **Longton Library** which will commence immediately
after the ANNUAL PARISH MEETING which will start at 7.30pm.



W V McEnnerney-Whittle – Clerk and RFO

A G E N D A

1. To elect a Chairman for the following 12 months who will then be required to sign the Acceptance of Office form
2. To elect a Vice Chairman for the following 12 months
3. To receive apologies
4. To consider and approve the Minutes of the Meeting held on the 1st April 2025 (enclosed)
5. To receive Declarations of Interest
6. To adjourn the meeting for a period of public participation

Please note that no decisions can be lawfully made on any matter raised during this time.

7. To consider the following planning applications:

07/2025/00162/HOH – Construction of detached residential outbuilding @ Newlands Marsh Lane Longton
PR4 5LA

8. To approve the following payments:

06/03/2025	P HEISE LENGTHSMAN	58	1113.60
06/03/2025	CPRE SUBSCRIPTION	59	60.00
06/03/2025	C W BERRY MATERIALS	60	7.04
14/03/2025	C W BERRY MATERIALS	61	254.62
14/03/2025	G GOOCH CHAIRMANS ALLOWANCE	62	40.00
14/03/2025	ENTRY FEE LBKVC	63	50.00
28/03/2025	HMRC 4TH QTR	64	1374.36
28/03/2025	RICHERSOUNDS ST OSWALDS GRANT CIL	65	1098.00
28/03/2025	TREE CHECK LTD CIL	66	768.00
28/03/2025	W V MCWHITTLE 4TH QTR SALARY	67	1952.57
28/03/2025	CATERBAY ST OSWALDS GRANT CIL	68	1260.00
28/03/2025	P HEISE LENGTHSMAN	69	1113.60
28/03/2025	ASHTON DOMESTICS ST OSWALDS GRANT CIL	70	500.00
31/03/2025	BANK CHARGES	71	6.00

9. To approve the enclosed Financial Statement as at 31st March 2025
10. To receive and note the enclosed Internal Auditors Report for the year 2024/25

11. To approve Section 1 Annual Governance Statement 2024/25 and Section 2 Accounting Statements 2024/25 (enclosed) being part of the Annual Governance and Accountability Return 2024/25 and authorise the Chairman and Clerk/RFO to sign them on behalf of this Council.
12. To consider the enclosed quotation which has now been received to replace the bus shelter at Hall Lane Longton as per minute 19/25 at a cost of £8471.00 which also includes the removal of existing. The expenditure, if agreed, will come from CIL funds, the ownership will remain with SRBC going forward and installation management will also be undertaken by SRBC.
13. To consider the enclosed documentation in respect of a grant request from Longton VM Sports and Social Club of £8448.62 which will be used for the replacement of radiators and the purchase/installation of new floodlighting units for the bowling greens utilising CIL funds.

Members will recall that a previous request was submitted earlier this year, minute 11/25 and the following resolution was passed.

- a) *That it was inappropriate to submit the Parish Council LCC Grant Fund application since the Club rules which have to be submitted with it are out of line with the LVMRG Trustee Rules and that the application would therefore be misleading. It was further resolved that the consideration of submission should therefore be deferred until such time as the Club rules had been properly and formally amended.*
- b) *That it was inappropriate to consider the issue any letter of support until the discrepancy between the Club Rules and the LVMRG Trustee Rules had been resolved and made public.*
- c) *That consideration of any funding support should be deferred until such time as further responses have been obtained from the Club concerning the proposed expenditure.*

(1) LED Floodlight Bulbs

What type of bulbs are in use at the present time ?

Are the bulbs simply replacements and what additional energy savings are expected as a result?

An alternative quotation is obtained so that the Council can exhibit 'best value'

(2) Replacement of Radiators

Why do the radiators need replacement and what benefit will be gained in doing so?

An alternative quotation is obtained giving details of the type, specifications and fitting costs so that the Council can exhibit 'best value'

The enclosed documentation shows that the Club rules have been amended as required, that alternative quotes have been obtained, and reasons have been given for the need to replace the items suggested.

14. To consider a suggestion that since SRBC have not yet decided whether to replace the information board upon which it was decided to place the 2024 BKVC plaque and it seems unlikely that they will replace like with like, the 2024 plaque should be erected, subject to permission on the wall adjacent to our noticeboard located by the shops on Liverpool Road.
15. To note that the next meeting is scheduled for the 8th July 2025

DECLARATION OF ACCEPTANCE OF OFFICE

Ihaving been elected to the office of Chairman of Longton Parish Council declare that I take that office upon myself and will duly and faithfully fulfil the duties of it according to the best of my judgment and ability.

Signed

Date

This declaration was made and signed before me,

Signed

Date

Proper Officer of the Council

Longton Parish Council

MINUTES of the **PARISH COUNCIL MEETING** held on

Tuesday the 1st April 2025 at **New Longton Village Hall** which commenced at 7.30pm.

Present: Cllrs Gooch, Alsop, Fox, Welch, Turner, Garside, Riley, Porter, Mather and Molder

There were six members of the public present.

22/25 To receive apologies

Cllrs Sumner and Barnes

23/25 To consider and approve the Minutes of the Meeting held on the 25th February 2025

It was resolved that the minutes of the meeting held on the 25th February 2025 should be approved and signed by the Chairman as a true and accurate record

24/25 To receive Declarations of Interest

Cllr Riley declared a personal and prejudicial interest planning application 07/2025/00153/PIP since she knew the applicant well. She left the room and did not take part in the debate or voting on this matter.

Cllr Porter declared a personal and prejudicial interest relating to the Grant request from Longton Carnival Committee since he had proffered advise to them in putting forward their application. He left the room and did not take part in the debate or voting on this matter

25/25 To adjourn the meeting for a period of public participation

The meeting was adjourned

Representatives of Longton Carnival Committee made a presentation concerning their planned forthcoming Xmas Event in 2025 and Carnival in 2026 in support of their Grant Application which was to be discussed later at this meeting. They responded to a number of questions advising that all lighting would be LED and accepted the view that to use the word 'Parish' in their title was somewhat confusing. They confirmed that various applications for street lighting and road closures had been submitted to the relevant authorities but were yet to be agreed.

It was mentioned that then Spid located on Wham Lane was now working and the Chairman, in his role as a LCC Councillor confirmed that he would let LCC know that the signage on the A582 directing traffic away from NL village was obscured by overgrowth. It was stated that HGV traffic through the village now seemed to be much reduced.

It was mentioned that the Central Lancashire Local Plan Consultation was ineffective in getting public opinion due to the responses having to meet quite restrictive criteria. It was also mentioned that there might be a planning application for further development on Chain House Lane.

The meeting was reconvened

26/25 To consider the following planning applications:

07/2025/00153/PIP – Stage 1 Permission in Principle for erection up to one dwelling and associate infrastructure @ 79 Royalty Lane New Longton PR4 4JE

It was resolved that no representation should be made

27/25 To approve the following payments:

04/02/2025	NEWGATE NURSERIES XMAS TREES	55	408.00
04/02/2025	P HESIE LENGTHSMAN	56	1113.60
28/02/2025	BANK CHARGES	57	6.00

It was resolved that the payments referred to above should be approved

28/25 To consider whether this Council wishes to make any comment in response to the Central Lancashire Local Plan Consultation (details of which have already been circulated to members)

The Plan shows that there is only one Key Development Area allocated to Longton Parish Council comprising 270 dwellings behind Chapel Lane Longton (HS3.3) a significant part of which is already allocated in the existing Local Plan. The additional area was considered by this Council during the Preferred Site Allocations Consultation in 2023 and no objections were made to its inclusion. There are three other smaller sites comprising 23 dwellings in total. See page 58 and 226/227 of the Consultation - Local Plan.

It was resolved that no representation should be made.

29/25 To approve the enclosed Financial Statement as at 31st December 2024

It was resolved that since the Financial Statement as at 31st December 2024 had not been circulated in advance it was not possible to comment and that since the end of year figures would be produced in the next few weeks this item would be superseded by the figure as at 31st March 2025.

30/25 To approve that the 2025/6 fees for the use of the New Longton football pitch should be set at the same figure as those applied to LVMRG football pitch being proposed at £446.00, which is a rise of 3.4% in line with the Retail Price Index published 25/3/2025

It was resolved that the 2025/6 fees should be set as outlined above.

31/25 To consider 'In Principle' the enclosed Grant Request from the Longton Carnival Committee for £5K for the purchase of Christmas Steet Column Lights to be used during the proposed Longton Christmas Event for 2025 and potentially in future years.

This is an 'In Principle' consideration which if agreed would require formal quotations to be obtained in the name of the Parish Council, detailed specifications of the equipment to be purchased to be provided with photographs for members to see and approve plus final invoicing to the Parish Council who will then reclaim Vat and gift the equipment to the Carnival Committee who would then take full ownership and responsibility.

A recorded vote was requested.

Those in favour Cllrs Gooch, Alsop, Welch, Turner, Garside, Riley, Mather and Molder

Those against Cllr Fox.

It was resolved therefore that 'In Principle' this Council would allocate £5K for the purchase of appropriate lighting, subject to the conditions outlined above and final confirmation that the event would take place as outlined on the 30th November 2025 (no purchase to be made until this latter confirmation and all permissions had been received)

32/25 To note that the next meeting is scheduled for the 13th May 2025

It was noted that the next meeting is scheduled for the 13th May 2025

FINANCIAL STATEMENT 1ST APRIL 2024 TO 31ST MARCH 2025				
REVISED				
BUDGET	INCOME			
96042	Balance b/f 1st April 2024	96042.13		
30000	Precept	30000.00		
500	Bank Interest	3750.48		
1013	V A T Recovered	1013.13		
900	Trustee Admin Contribution	900.00		
84993	CIL	84993.43		
500	Advertising	760.00		
213948		217459.17		
	LESS EXPENDITURE			
180	Hire Hall	140.00		
1200	Subscriptions incl Web Site	847.22		
14124	Lengthsman	13224.00		
600	Insurance	564.20		
12840	Clerks salary	12378.00		
400	Mileage	390.00		
350	Postage Telephone & Stationery	186.65		
3100	Donations incl Poppy Day	2791.67		
600	Audit	445.00		
1800	Newsletter	1169.00		
80	Bank charges	75.56		
40	Chairman's Allowance	40.00		
250	Competitions Xmas & Garden	289.84		
	Vat reclaimable	1548.48		
1000	Ground Maintenance / Repairs	993.53		
650	Xmas Trees	660.00		
340	National Insurance Employer	476.20		
	Bench CIL	451.00		
	Notice Boards CIL	998.00		
	Tree Inspection CIL	640.00		
37554	Total	38308.35		
176394	Balance in hand	179150.82		
	Bank Balances	156032.92		
		23117.90		
	Total	179150.82		
	LESS RESTRICTED FUNDS CIL	117800.70		
	UNRESTRICTED FUNDS	61350.12		
	GENERAL RESERVE	61350.12		

CIL MONIES

DATE	RECEIPTS	PAYMENTS	PURPOSE	BALANCE
01/04/2022	11871.67			
06/12/2022	1642.55			
02/06/2023	5664.78			
08/12/2023	18279.34			
10/05/2024	57325.94			94784.28
08/11/2024	27667.49			122451.77
25/11/2024		998.00	NEW NOTICE BOARDS	
10/12/2024		451.00	NEW BENCH NEW LONGTON	121002.77
11/12/2024		180.40	NEW GATE LVMRG	
28/02/2025		2381.67	ST OSWALDS REFURBISH GRANT	
28/03/2025		640.00	TREE INSPECTION	117800.70

Annual Internal Audit Report 2024/25

LONGTON PARISH COUNCIL

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During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes ✓	No 	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

27/04/2025

DD/MM/YYYY

DD/MM/YYYY

Name of person who carried out the internal audit

SANDRA WISEMAN

Signature of person who carried out the internal audit

Sandra Wiseman

Date

27/04/2025

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

LONGTON PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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Section 2 – Accounting Statements 2024/25 for

LONGTON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	72,452	96,042	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	30,000	30,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	28,655	91,417	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	11,917	12,854	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	23,148	25,454	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	96,042	179,151	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	96,042	179,151	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	17,788	17,180	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

DD/MM/YYYY

Date

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Sent: Fri, 11 Apr, 2025 at 15:02
To: clerk@longton-pc.gov.uk

~WRD1099.jpg (< 1 KB) image001.jpg (2.6 KB) image002.png (3.6 KB) image003.png (4 KB) image004.jpg (6.8 KB) image005.png (74.4 KB)
- Download all

Hi Bill

Please see the final quote for removal.

Thanks

Martin Henderson
Neighbourhoods Manager

From: Robert Davis <robert.davis@trueform.co.uk>
Sent: 11 April 2025 10:35
To: Martin Henderson <martin.henderson@southribble.gov.uk>
Subject: RE: SRBC bus shelter quote.

CAUTION! This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Thanks Martin for this.

OK, based on the information supplied, removal cost is confirmed as £1,250.00. note that there would have been an increase if the shelter was one of the concrete type units.

Regards

Rob

Robert Davis

trueform

Trueform Manufacturing & Technologies Group | Pasadena Trading Estate | Hayes | UB3 3NQ

T: 020 8561 4959 | **M:** 0773 903 4589 | **W:** trueform.com | trueformdigital.com | trueformshelters.com | trueform-outdoor.com | smartcities-global.com | mobilityhubs.com

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From: Martin Henderson <martin.henderson@southribble.gov.uk>
Sent: 10 April 2025 11:12
To: Robert Davis <robert.davis@trueform.co.uk>
Subject: RE: SRBC bus shelter quote.

Hi Rob,

Sorry the PC are asking for a firmer quote to remove. Attached is the shelter they are wishing to replace. Would you please quote for the removal of this shelter?

Kind Regards

Martin Henderson
SRBC Streetscene Lead

From: Robert Davis <robert.davis@trueform.co.uk>
Sent: 07 April 2025 15:54
To: Martin Henderson <martin.henderson@southribble.gov.uk>
Subject: RE: SRBC bus shelter quote.

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Hi Martin,

Guide rates for the below as follows:

1. Removal @ £1,250 depending on the shelter type
2. Timetable & Roof Mounted Flag @ £600.00

Regards

Rob

Robert Davis

trueform

Trueform Manufacturing & Technologies Group | Pasadena Trading Estate | Hayes | UB3 3NQ

T: 020 8561 4959 | M: 0773 903 4589 | W: trueform.com | trueformdigital.com | trueformshelters.com | trueform-outdoor.com | smartcities-global.com | mobilityhubs.com

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From: Martin Henderson <martin.henderson@southribble.gov.uk>

Sent: 04 April 2025 10:16

To: Robert Davis <robert.davis@trueform.co.uk>

Subject: RE: SRBC bus shelter quote.

Good Morning Rob,

I have been asked a couple of more questions by the Parish Council.

1. What is the price of removing a shelter
2. What is the cost of a timetable unit and roof mounted bus stop flag.

Kind regards

Martin Henderson
SRBC Streetscene Lead

From: Robert Davis <robert.davis@trueform.co.uk>

Sent: 01 April 2025 13:49

To: Martin Henderson <martin.henderson@southribble.gov.uk>

Subject: RE: SRBC bus shelter quote.

CAUTION! This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Martin,

Further to our correspondence earlier, please see pricing for your requirements below:

Manufacture & Installation @ £7,221.22 each

- 2-bay shelter 2736mm in length
- 100mm Diameter Grade 316 stainless steel frame, brushed finish
- Flat roof with solid aluminium or laminated glass glazed panels
- 700mm end panels
- Glazed with toughened glass with central mid bar
- Mid bar powder coated to GREY
- Free standing seat in stainless steel

Available Extras:

- Timetable case
- Additional case to facilitate advertising
- Roof mounted bus stop flag
- Digital advertising screen
- Living green roof
- Real time information screen
- Domed / barrel roof option
- Alternative configurations / lengths

Notes

- All prices are exclusive of VAT
- All rates subject to site survey
- Shelters designed to suit level site. Additional cost may be incurred if site levels are uneven
- Removal of existing shelter (if required) POA
- Installation includes standard foundations and CAT 1 cold lay tarmac / asphalt reinstatement
- Excludes any application or management of permits
- Price excludes electrical connection & commissioning - optional solar lighting would be connected & commissioned prior to install
- Basic 'give & take' traffic management included

LONGTON VM ENERGY EFFICIENCY & IMPROVEMENTS PROGRAMME

1. Club Rules

- 1.1 At the Club's AGM on 17 March, the following Resolution was approved by a majority vote. The Club will include this on future Membership Application Forms. There was confusion by some Members that "A" Membership did in fact include New Longton.

MEMBERSHIP AND OTHER USERS

6. Access to the Club shall be open to the whole community without discrimination. There shall be two main categories of people who are able to use the facilities, namely:

- a) MEMBERS who shall pay an annual Membership Fee, and who may from time-to-time, benefit from certain discounted prices and other benefits.
 - Only persons resident in the civil Parishes of Longton, Little Hoole, Much Hoole and Hutton are eligible for full membership with voting rights and are defined as Class A members.
 - Persons not resident in the civil parishes of Longton, Little Hoole, Much Hoole and Hutton are eligible for restricted membership without voting rights and are defined as Class B members.
 - No person shall be eligible to use the facilities of any or all of the sections until the annual subscription of that section has been paid.
 - A Member changing his/her address shall notify such change to the section Secretary as soon as possible.
- b) ALL OTHER USERS who shall use the facilities on an ad hoc basis.

1.2 A signed copy of the amended Club Rules and latest Accounts have been sent to the Clerk to the Trustee/Parish Council.

2. Quotes

The Council asked for more details of the Quotes for the proposed improvements including the expected benefits. Copies of all Quotes have been sent to the Clerk.

2.1 Radiators

- a) The main benefit of the replacement radiators (3 in main lounge/1 in rear gents toilet) is to improve heating levels. Heating was highlighted in a Questionnaire Survey last year where respondents said the main lounge was often cold. Similar comments have been made to the Club Manager by other users in recent months. In Winter, the rear gents toilet is always very cold.
- b) A second benefit is that an increase in the capacity of radiators will complement current plans to upgrade our solar panels and future plans to install an air source heat pump, thereby increasing energy efficiency and reducing costs and the Club's carbon footprint.
- c) Thirdly, two existing radiators are showing signs of rust.

Following further more detailed discussions with contractors regarding the output of radiators, we have now received the following Quotes:

(1) Mark R Bridge Ltd	£1945.66 + VAT
3 x double panel radiators	
1 x type 22 750 x 500 (toilet)	
(2) APG Domestic Services Ltd	£1449.84 + VAT
3 x double panel radiators	
1 x type 22 750 x 500	
3 x triple panel radiators	£2323.62 + VAT
1 x type 22 750 x 500	

Note: As the APG quote for double radiators is significantly lower than the Mark Bridge quote, we concluded that their quote for triple radiators would also be less, and therefore felt it unreasonable to ask Mark Bridge for an additional quote for triple radiators.

2.2 LED Floodlights

(1) LCC Street Lighting	£2000 + VAT
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Their original proposal was to replace the 8 x 1000w bulbs with 100w LEDs, which would reduce energy costs. However, after fitting one as a trial, we found that it didn't shed enough light, so LCC tried the next size up, but it was too bulky for the existing floodlight fittings. They have indicated that they are unable to source an alternative and have withdrawn from the process.

We then arranged meetings with other Contractors that confirmed that replacement fittings will in fact be necessary if we are to fit LED lighting, and below are two sets of Quotes, one for the purchase of new lighting units, and the other for the labour/fitting on the 8 columns.

(2) Purchase of Lighting Units

Rexel UK Ltd	
100 lux lighting units	£5400 + VAT
200 lux	£10100 + VAT
Palmer Liggins	
100 lux	£5750 + VAT
200 lux	£10750 + VAT

(3) Fitting of Lighting Units

Mick Loftus Electrical	£2400 (not VATable)
APG Domestic Services	£725 + VAT

Following discussions with the lighting contractors, they prepared LED lighting schemes that will ensure much improved illumination and an even spread over both greens. Units will also be positioned to avoid glare to the adjacent houses or people bowling. The current halogen lights are 1000w and use 8kw of electricity, whereas the proposed 100 lux lights are 450w and will use 3.6kw, and payback in 17 months if they were used each day.

As well as benefitting from reduced running costs, improved illumination and a reduced carbon footprint, if the Club isn't able to upgrade the lighting units to LED, at some stage it will be faced with the problem of halogen ones being discontinued and problems of sourcing replacement bulbs.

3. Request

The total project cost is £48,682 + VAT and the funding request to the Parish Council is **£8,449 + VAT for the three items listed in bold above (£2324/£5400/£725)**.

To date, three funding requests have been approved totalling £18,803, with six still to be considered including the Parish Council. The project will only commence once we know the outcome of all these requests (expected June/July) and hence the total project costs and individual elements, including the ability of the Contractors to keep to these Quotes. Otherwise, the Club will need to consider making up any shortfalls from its own funds and/or choose priorities.

Howard Patterson
On behalf of Longton VM
28.3.2025



APG Domestic Services Ltd
Unit 1, JBF Units, Dewhurst Row,
Bamber Bridge, PR5 6SW

Tel. 01772 697166
www.apgdomesticservices.co.uk
VAT Reg. No. 768253303

CUSTOMER QUOTATION NO. 28206

Additional Information - Your home will be left clean upon completion and all rubbish will be removed. All works and site of work is fully covered by Public Liability Insurance. If electrical works are required they will be carried out in compliance with IEE regulations. Thank you.

Sub-Total ex VAT	£1,449.84
VAT	£289.97
Total inc VAT	£1,739.81

PLEASE NOTE Due to the office location, it is now inaccessible to the public and we politely request that customers refrain from attending.

"APG Domestic Services Ltd, Company Number 0427772, registered in England and Wales. Financial Services Register Number 967012 is an appointed representative of HomeServe Membership Limited. Address: Unit 1 JBF Building, Dewhurst Row, Bamber Bridge, Preston Lancashire, PR5 6SW. HomeServe Membership Limited is authorised and regulated by the Financial Conduct Authority for its general insurance and credit broking activities. Financial Services Register number 312518. Registered in England and Wales under company number 2770612. Registered address: Cable Drive, Walsall, WS2 7BN. VAT registration no: GB 559669669.

Longton VM Sports & Social Club
 School Lane
 Longton
 Preston
 PR4 5DL

CUSTOMER QUOTATION NO. 28206

Quote No: 28206
 Site: School Lane Longton Preston
 PR4 5ZA
 Date: 04/03/2025
 Valid For: 30 Day(s)

Description

Supply and install the following radiators
 2 x 600 x 2000 22k
 1 x 700 x 500 22k
 1 x 750 x 1000 22k

Test on completion

Item	Quantity
700mm x 500mm Type 22	1.00
Inta 15mm Angled Thermostatic Radiator Valve 15TRVA	4.00
INTA TRADE TEC ANGLED DRAIN-OFF RADIATOR VALVE 15mm	4.00
600mm x 2000mm Type 22	2.00
700mm x 1000mm Type 22	1.00
Labour - Heating	
Labour - Apprentice	



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VAT Reg. No. 768253303

CUSTOMER QUOTATION NO. 27983

Additional Information - Your home will be left clean upon completion and all rubbish will be removed. All works and site of work is fully covered by Public Liability Insurance. If electrical works are required they will be carried out in compliance with IEE regulations. Thank you.

Sub-Total ex VAT	£2,323.62
VAT	£464.72
Total inc VAT	£2,788.34

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VAT Reg. No. 768253303

Longton VM Sports & Social Club
School Lane
Longton
Preston
PR4 5DL

CUSTOMER QUOTATION NO. 27983

Quote No: 27983
Site: School Lane Longton Preston
PR4 5ZA
Date: 24/02/2025
Valid For: 30 Day(s)

Description

Supply and install the following radiators

2 x 600 x 2000 triple panel

1 x 700 x 500 22k

1 x 750 x 1000 triple panel

Test on completion

Item	Quantity
700mm x 500mm Type 22	1.00
Inta 15mm Angled Thermostatic Radiator Valve 15TRVA	4.00
INTA TRADE TEC ANGLED DRAIN-OFF RADIATOR VALVE 15mm	4.00
Radiators	1.00
Labour - Heating	
Labour - Apprentice	

Invoice Address: CASH RETAIL SALES BLACKBURN C/O REXEL UK LTD UNIT 4 CARLISLE STREET OFF LOWER AUDLEY STREET BLACKBURN BB1 1DJ	Quotation No: 0092708912	Delivery Address: CASH RETAIL SALES BLACKBURN C/O REXEL UK LTD UNIT 4 CARLISLE STREET OFF LOWER AUDLEY STREET BLACKBURN BB1 1DJ
	Quotation Date: 21/03/25	
	Valid Until: 30/03/25	
	Customer Account No: 105245499	
	Currency: GBP	
Your Contact:		Customer Order No: LONGTON BOWL KINGFIS
Terms: CASH SALE CASH/CHEQUE		Our Contact: UK209780

Line No	Item No	Part Number / Description	Qty	Unit	Price	UOM	Net Price	Line Total
10	3011869807	55179/559781/1 55179/559781/1 100 LUX	1	EA	5,400.00	1	5,400.00	5,400.00
20	3011869891	55179/559781/2 200 LUX 55179/559781/2 200 LUX	1	EA	10,100.00	1	10,100.00	10,100.00
Settlement Terms Apply							Total Amount:	15,500.00

Our Terms and Conditions of Sale apply and are those found
at www.rexel.co.uk. A printed copy is also available on request.

PRICES EXCLUDE VAT

Rexel UK Limited, Ground Floor, Eagle Court 2,
Hatchford Brook, Hatchford Way, Sheldon,
Birmingham B26 3RZ. Registered in England No. 434724
VAT Registration No. 614 2136 80
WEEE Registration No. WEEE/DH0116XU



Unit L1, Glenfield Business Park 1, Phillips Road, Blackburn, BB1 5PF
Tel: 01254 683533 Fax: 01254 662058 Email: Blackburn@palmerliggins.co.uk

Quote for:

CASH SALES

QUOTATION

Quotation No: QUT44378
Date: 21/03/2025
Taken By: Paul
Your Ref: LONGTON
BOWLING CLUB

Qty Ord	Code	Description	Unit	Nett Price	Discount	Line Total
1.00	ZZS1	55179/559781/1 100 LUX OPTION	Each	£5,750.00	0.00%	£5,750.00
		OPTION	Each	£10,750.00	0.00%	£10,750.00

Deliver To:
CASH SALES
** TRADE COUNTER - CASH
SALE **

Tel No:

Notes:

Total Net: £16,500.00
VAT: £3,300.00
Gross Total: £19,800.00

TERMS & CONDITIONS Upon request
QUOTATION IS VALID FOR 30 DAYS

Palmer Liggins Electrical Wholesalers Limited

Company Reg: 02887842

Mick Loftus Electrical

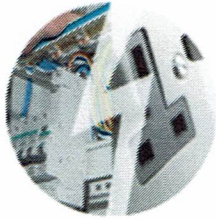
To C/O Howard Patterson

Longton bowling club

Longton

Date: 10-3-2025

56 St. Clements Avenue
Farington
Leyland PR25 4QU
Tel/Fax: 01772 434396
Mobile: 07836 660152



ESTIMATE

To call and replace 8 no flood lights supplied by yourself ay above address as
required cost does not include any extra brackets that may bee needed
The price is for 2 men and 4 days

Total cost £2400.00

Mick Loftus

Nat West Bank

Account Name: Mick Loftus Electrical

Account Number: 01092391

Sort Code: 010514

Mick Loftus Electrical





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VAT Reg. No. 768253303

Longton VM Sports & Social Club
School Lane
Longton
Preston
PR4 5DL

CUSTOMER QUOTATION NO. 28323

Quote No: 28323
Site: School Lane Longton Preston
PR4 5ZA
Date: 14/03/2025
Valid For: 30 Day(s)

Description

Please see quote for following works:

-Installation of 8x LED floodlights (Supplied by customer)
(These will be mounted on existing lampposts)

All work will be tested on completion.

Additional Information - Your home will be left clean upon completion and all rubbish will be removed. All works and site of work is fully covered by Public Liability Insurance. If electrical works are required they will be carried out in compliance with IEE regulations. Thank you.

Sub-Total ex VAT	£725.00
VAT	£145.00
Total inc VAT	£870.00

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