

Agenda Item – 10

ASSETS AND OPERATIONS COMMITTEE ACTIONS AND PROJECT UPDATES REPORT September 2025

OUTSTANDING ACTIONS

All outstanding actions are covered in the Project Updates Report.

PROJECT UPDATES

Project	Progress / Updates	Lead	Target Completion
Installation of Cycle Shelter at Council Offices	Other maintenance priorities have taken precedence at present.	Deputy Town Clerk	March 2026
Development of business cases for asset transfer of bus station and green space	Report tabled to committee to provide direction for development of the business case. Working to bring a report to the November committee meeting.	Town Clerk	November 2025
Development of Council Offices Improvement Plan	Working group meeting regularly to develop plan.	Town Clerk	March 2026
Acquisition of Mereheath Lane Allotments Lease	Initial heads of terms from Fisher German were not in line with the council's previously expressed requirements, referred back to FG and awaiting response.	Town Clerk	November 2025
Longridge Community Building Specification and Operating Model	Community survey and review of existing community spaces being undertaken. Working group target of bringing a report to the January committee meeting.	Town Clerk	January 2026
Implementation of Cemetery Management Plan	Meeting held with adjacent landowner concerning an extension, information provided to their agent and a response is awaited. Final planting remains outstanding in cremation garden. Following asbestos works, priorities for improvements budget expenditure being reviewed to mitigate some of the overspend.	Town Clerk	Ongoing
Transfer of Devis Way allotments	Awaiting contact from Redrow's legal team.	Town Clerk	November 2025
Fit for Purpose review of all existing equipment and future needs	Outstanding.	Town Clerk / Deputy Town Clerk	October 2025
Warren Avenue Allotment	Three replacement sheds have been ordered along with some miscellaneous items, totalling just over	Deputy Town	September

Improvements (Redrow Compensation)	£1,000. An additional tap is scheduled for installation in November (£1,700) and £4k of works agreed with the allotment society to restore plots for cultivation (cost includes installation of sheds etc).	Clerk	2025
Completion of Macmillan Garden at Cemetery	Cemetery Groundskeeper has laid the paving.	Deputy Town Clerk	TBC
Market Hall Roof Works	Works have commenced. Programme 3-4 weeks, should be completed early October.	Town Clerk	October 2025
Market Hall Snagging	Final snagging item is the flooring, requiring a repainting in the main area and works to trader areas to meet requirements.	Deputy Town Clerk	October 2025
Cooling and Ventilation	It is considered likely that fixed air conditioning will need to be installed; preliminary figure of £5k from one supplier. This is being explored further and needs for mechanical / passive ventilation of stalls being explored.	Deputy Town Clerk	December 2025