Nelson Town Council
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21 October 2026

To members of the Finance and General Purposes Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the Finance and General Purposes Committee. To be held in the Pankhurst Room, Unity Well Being Centre, Nelson on Wednesday 28th October 2026 at 6.30pm

N Harbour
Mr Nicholas Harbour
Assistant Town Clerk to the Town Council

Committee Membership

Councillor Naeem Akhtar
Councillor Zafar Ali
Councillor Thabasum Ruby Anwar
Councillor Aqib Bashir
Councillor Sughra Bibi
Councillor Mohammed Rehan Hanif
Councillor Mohammad Adeel Qamar
Councillor Husnane Shahbaz
Councillor Ikram Ul-Haq

Chair or Vice Chair of Council (Ex-Officio)

Non-Councillors (no voting rights)
None permitted as this committee regulates and controls the finances of the Council.

Committee Terms of Reference contained within the Scheme of Delegation

Recording of Council Meetings

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted

Public Participation

- Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting
- Any member of the public shall not speak for more than five minutes.
- A question asked by a Member of the Public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written response will be provided subsequent to the meeting.

A G E N D A

1.	**Apologies for Absence** To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.
2.	**Declarations of Interests** To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest. Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.
3.	**Adjournment for Public Participation** To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.
4.	**Minutes** To approve the draft minutes of the Finance and General Purposes committee meeting held on 30 September 2026. (Previously circulated)
5.	**Accounts and Schedule of Authorised Expenditure Payments/Receipts – Copies Enclosed** 5.1 To receive the monthly schedule of payments for the period of September 2026. The committee is required to review the schedule of payments for compliance in accordance with the Financial Regulations. 5.2 To note the schedule of payments over £500.00 for the period of September 2026 for publication on the website in accordance with the Data Transparency Code. 5.3 To review and approve the Finance and General Purposes committee payments for the period of September 2026. Note: The schedules of committee payments shall be signed by the Committee chair and included as an annex to the minutes, subject to any redaction to protect personal information
6.	**Bank Reconciliation Statements – Copies Enclosed** 6.1 To receive the bank reconciliation statements for the period of September 2026. 6.2 To appoint a member, other than a cheque signatory to verify the bank reconciliation statements for all accounts (produced by the Assistant Town Clerk). Note: A committee member appointed for that meeting shall sign the reconciliations and the original bank statements as evidence of verification.
7.	**Budget Monitoring Review** To review the budget spends so far in the financial year 2026/ 27 and identify any significant differences thus far.

8.	**Asset Register** To review the Nelson Town Council asset register in line with recommendations received by the internal auditor.
9.	**Any items for discussion for a future agenda** To notify the Assistant Town Clerk of any matters for inclusion on the agenda of the next meeting.
10.	**Date of the Next Committee Meeting** To note the date of the next committee meeting scheduled to take place on Wednesday 25th November 2026 at 6.30pm, at the Unity Well Being Centre, Vernon Street, Nelson.