



## NELSON TOWN COUNCIL

Notice is hereby given that an **EXTRAORDINARY** meeting of the Town Council will be in the Council Chambers, Nelson Town Hall, Market Street on **Wednesday 13 June 2018** 7.00pm

**Councillor Zafar Ali**  
**Chairman of Nelson Town Council**

---

### **Council Members**

Cllr Zafar Ali (Chairman)	Cllr Nazeem Hayat (Vice-Chair)	Cllr Neil McGowan
Cllr George Adam	Cllr Mohammad Aslam	Cllr Hassan Mahmood
Cllr Ahmad Faraz	Cllr Adrian Barret	Cllr Mohammed Malik
Cllr Sajid Ali	Cllr Malik Anwaar Hussain	Cllr Michelle Pearson-Asher
Cllr Zeeshan Amjad	Cllr Mashuq Hussain	Cllr Nigel Pearson-Asher
Cllr Eileen Ansar	Cllr Mohammad Khalid	Cllr John Richardson
Cllr Majid Ali Anwar	Cllr Azim Khan	Cllr Saanval Savir
Cllr Najaf Anwar	Cllr Mohammad Kamran Latif	Cllr Sheila Wicks

---

### **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.
-

# **AGENDA**

**1. One Minute Silence**

The Chairman invites members to observe a one minute of silence.

**2. Apologies for Absence**

To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting

**3. 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.

**4. 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.

**5. Voting rights for Non-Councillors**

The Council for clarification purposes is asked to note that in accordance with Standing Orders and LGA 1972, s102, the Council may appoint non-councillors onto committees, sub-committees and advisory committees, with or without voting rights with the exception of the committee which regulates and controls the finances of the Council. Non-councillors will be summoned to attend meetings, receive agendas and background papers to meetings and can speak at a meeting whether or not they can vote. Where a non-councillor has voting rights, they are subject to the Code of Conduct for the Council.

**6. General Power of Competence**

To consider resolving the use and eligibility of the General Power of Competence Order until the next ordinary elections in May 2019. In accordance with Parish Councils (General Power of Competence) Order 2012, the Council meets the prescribed conditions for eligibility to use the General Power of Competence as set out in the Localism Act Chapter 1, section 1 to 8 (advice sheet attached)

The prescribed conditions for eligibility which the Council must meet are:

- Two thirds of Councillors declared to have been elected at an ordinary election, uncontested at an ordinary election one elected at a by-election. 16 Councillors represent two thirds of Nelson Town Council seats.
- The Council must have a qualified Town Clerk with a minimum CILCA qualification, completed relevant training in the General Power of Competence and must additionally pass the General Power of Competence module of CILCA. The Town Clerk is fully qualified and trained in its uses.

**7. Review of delegation arrangements to committees, sub-committees and officers**

To receive and adopt the Scheme of Delegation that contains the delegation arrangements to Committees, Sub-committees and Officers of the Town Council in accordance with the LGA, 1972, s101. The Scheme of Delegation also contains the committee Terms of Reference.

**8. Standing Orders and Financial Regulations**

To review and adopt the Standing Orders and Financial Regulations (enclosed)

- The Town Clerk has updated the Standing Orders based on the new model SO published by NALC in April 2018. Appendix A within the standing orders includes the list of Council policies and procedures in force
- The Financial Regulations have been updated using the model NALC regulations.

**9. Committee memberships and representation on outside bodies**

9.1 To receive the committee membership list for 2018/19 that includes representatives appointed on external bodies

9.2 To appoint one member to the Environmental committee and one member on the Finance and General Purposes committee due to the resignation of Cllr George Adams

**10. Meeting Schedule 2018/19**

To agree the proposed schedule of meeting dates and times for 2018/19 (two meetings schedules have been drafted for consideration, referenced A and B)

**11. To consider committee recommendations brought forward**

EO Finance and General Purposes committee meeting 30 May 2018; Annual Return for the period ending 31 March 2018

Proposed by Councillor Z Ali and Seconded by Councillor Zeeshan, and

**RECOMMENDED:** That, the Finance and General Purposes committee recommends that full Council approves the Annual Return sections one and two (inclusive of the financial statements) and that the Annual Return governance statement declaration be duly signed by the Chair and the Town Clerk/RFO.

**12. Grant Application**

Due to the urgency of the grant required, full Council is requested to consider the application submitted by 'Building Bridges' for a sum of £1,000, subject to meeting the grant criteria conditions.

**13. Declaration of six-month absence**

In accordance with the Local Government Act 1972, s.85; the Council must declare the non-attendance of Cllr Azim Khan, who has failed to attend a meeting of the whole council, a committee, sub-committee or joint committee for a period of six consecutive months and the reason of his absence is not approved before the expiry of the six-month period.

Note: Cllr Azim Khan's last attendance recorded at full Council 08 November 2017

**14. Date of the Next Town Council Meeting**

The next Nelson Town Council meeting is due to be held on Wednesday 11<sup>th</sup> July 2018 at 7:00pm in the Council Chambers, Town Hall, Market Street, Nelson.