



NELSON TOWN COUNCIL

Ms Safia Kauser
Town Clerk to the Town Council
07 December 2018

Town Hall, Market Street
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YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the Town Council to be held in the Council Chambers, Nelson Town Hall, Market Street on **Wednesday 12 December 2018 at 7.00pm**

S. Kauser
Town Clerk

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 Sadia Bashir	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.
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AGENDA

1. **One Minute Silence**
The Chairman invites members to observe a one minute of silence.
2. **Chairman's Opening Remarks**
To receive the Chairman's opening remarks
3. **Apologies for Absence**
To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting
4. **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.

5. **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.
6. **Reports from Borough/County Councillors and Invited Guests**
 - 6.1 To receive reports from the Borough or County Councillors
 - 6.2 To receive reports from other invited guests
7. **Minutes**
To approve the draft minutes of the Town Council meeting held on 14 November 2018
8. **Committee Minutes**
To confirm the receipt of committee minutes previously circulated:
 - Finance and General Purposes 28 November 2018
 - Unity Well Being Management 28 November 2018
 - Additional Personnel Committee 28 November 2018
9. **To consider committee recommendations brought forward**
 - 9.1 Finance and General Purposes Committee – Risk Assessment Policy and Corporate Risk Assessment (copy enclosed) - recommendation from the meeting held on the 28 November 2018
 - Proposed by Councillor Z Ali and Seconded by Councillor Hayat, and
RECOMMENDED: That the Finance and General Purposes committee recommends that Full Council adopts the Risk Assessment Policy and Corporate Risk Assessment for 2018/19. This is required to comply with the Councils Responsibilities and box 5 of the Annual Governance Statement at year end.

9.2 Unity Well Being Management Committee – Key Holder and Building Security Policy (copy enclosed) – recommendation from the meeting held on the 28 November 2018

- Proposed by Councillor Latif and Seconded by Councillor Ahmad, and
RECOMMENDED: That the Unity Management committee recommends that Full Council adopts the Key Holder and Building Security Policy for the Unity Well Being Centre

10. Notice of Motion: Councillor George Adam Highways Projects – Backstreets

In accordance with Standing Order number 9; motion moved by Councillor George Adam 'To allocate £10k for road improvements for two blocks starting from the back of Railway Street, from Leonards Road to Vernon Street'

Note: The area committee have allocated £7,0000 towards this scheme, the motion which was passed this month

11. Electoral review of Pendle Council

To receive the presentation notes from the Boundary Commission provided to parishes at the meeting held on the 22nd November 2018 (enclosed)

Note: Pendle Council is looking to reduce significantly the number of its councillors. This is done by way of a periodic electoral review carried out by the Local Government Boundary Commission. Following discussions with the Commission the review is likely to start in December/January.

The Commission will look at the current Borough wards and is likely to recommend very significant changes to these. This can have implications for parish and town councils which it will need to take into account. If a parish does not have wards then the whole of its area must lie wholly within a single Borough ward. If it does have wards then each ward must lie wholly within a single Borough ward. This may mean changes to existing parish wards and/or the creation of new wards. To be clear though it will not however lead to any changes to the boundaries of a parish.

12. Transferred Services

To receive reports and confirm any actions required in relation to transferred services (report enclosed)

- MUGAs
- CCTV monitoring (November monthly report) circulated
- Parks Services
- Roadside seats

13. Notice of Motions

In accordance with Standing Order number 9; motions moved by Councillor Zafar Ali

13.1 On street Town centre parking charges: 'That this council resolves to write to Lancashire County Council to ask that the proposal in their budget for 19/20 to introduce on street car parking charges in Nelson be abandoned. We, the council, believe this is a regressive move for the high street shops in Nelson and will drive customers and traders away. The changes in the retail sector means we need to be innovative in our approach in supporting our high street and this goes against that.'

13.2 Nelson Town Council Christmas Dinner: 'To set a date and venue for the town council staff and members to have the annual Christmas dinner. All participants to contribute towards the dinner themselves with no subsidy from the town council'.

13.3 To review the committee structure for events committee

14. Reports from Town Councillors

To receive reports from town councillors who have attended recent meetings or events on behalf of the Town Council including representation on external bodies:

- Nelson Area Committee
- Lancashire Association of Local Councils, Lancashire Branch meetings
- Pendle Fair Trade
- Town Centre Partnership / Town Team
- Nelson Youth Forum
- Whitfield Community Forum
- Bradley Big Local Community
- Conferences and courses

15. Town Clerk Correspondence

To consider any correspondence or communication brought forward by the Clerk not otherwise specifically relating to items being discussed by the Town Council committees (report enclosed)

16. Any items for discussion for a future agenda

To notify the Clerk of any matters for inclusion on the agenda of the next meeting

17. Date of the Next Town Council Meeting

The next Nelson Town Council meeting is due to be held on Wednesday 09th January 2019 at 7:00pm in the Council Chambers, Town Hall, Market Street, Nelson.

Christmas and New Year Closure

- Town Council Office - To be remained open in between Christmas and New Year (with the exception of bank holidays)
- Revive Café - Closed from Monday 24th December to Wednesday 02nd January 2019