



NELSON TOWN COUNCIL

Ms Safia Kauser
Town Clerk to the Town Council
08 March 2019

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 13th March 2019 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 OBE	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 13 February 2019
8. **Committee Minutes**
To confirm the receipt of committee minutes previously circulated:
 - EO Personnel 08 February 2019
 - EO Events, Promotional and Marketing 13 February 2019
 - Finance & General Purposes 27 February 2019
 - Environmental Improvements 06 March 2019
 - Events, Promotional and Marketing 06 March 2019
9. **Highways Projects**
 - 9.1 To note that the contractors commenced work on Every Street on 06 March 2019. The contractors intend to start from No 94 and work up to No 60. Letters have been posted to residents/owners regarding the works and they have been asked to refrain from using the back street for access where possible.
 - 9.2 To receive the draft Highways Projects Policy. Members are requested to review the draft policy developed by the Clerk and agree any changes that may be required prior to adopting it as a formal Council Policy (copy enclosed)

10. Internal Audit Report

To receive a copy of the internal audit report issued on the 18 January 2019. In accordance with Financial Regulation 1.13 the Council is responsible for addressing any recommendations contained within the audit reports.

11. Future High Streets Fund - Letter of Support

To receive a copy of the bid summary to be submitted for the Future High Street Funding drafted by Paul Collins, Business Support Team Leader, PBC. The Town Council is requested to provide a letter of support.

12. Recognition of Contribution to Local Education

To consider a request from Cllr Zafar Ali to present a recognition award to a local primary school teacher at the April full Council meeting. The teacher recently retired after 40 years of service at Edge End High School and most recently Marsden Heights. The teacher taught at least three or four generations of Nelson residents and is it felt that they are a true and genuine community personality which should be recognized.

13. Electoral Review of Pendle Borough Council

To consider a further response to the boundary commission review. The commission now invites proposals from the council, interested parties and members of the public on a pattern of electoral wards to accommodate those councilors (correspondence enclosed)

14. Lancashire County Council Consultation: Road Traffic Regulation Act 1984

To consider a town council response on the proposed bus stop clearway at Marsden Hall Road North, Nelson. The County Council is considering the above proposal, the effect of which will be to introduce the measures as set out in the attached notice (previously circulated)

Note: Arrangements have been made for details of the proposal to be advertised on site from 26 February 2019 until 26 March 2019. Any Comments must be submitted by 26 March 2019.

15. Transferred Services

To receive reports and confirm any actions required in relation to transferred services (see report from the Town Clerk attached)

- MUGAs
- CCTV monitoring
- Parks Services
- Roadside seats

16. 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

17. 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

- Household waste recycling centre consultation (previously circulated)
- Neighborhood planning course
- Insurance update
- Appointment of an Assistant Clerk
- Update on elections briefing attended on 25th February 2019 (Copies of town councillor application forms will be available at the meeting)

18. Special Projects

18.1 Exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960. It is recommended that the Press and Public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.

18.2 To receive an update on the identified special project discussed at the last meeting.

19. Any items for discussion for a future agenda

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

20. Date of the Next Town Council Meeting

The date of the next Nelson Town Council meeting is due to be held on Wednesday 10th April 2019 at 7:00pm in the Council Chambers, Town Hall, Market Street, Nelson.

REMINDER - ANNUAL TOWN MEETING

The Annual Town Meeting is scheduled to take place on Wednesday 10th April at 7.30pm.

Chairs of all council committees are requested to provide an annual report for the meeting