



## NELSON TOWN COUNCIL

Ms Safia Kauser  
Town Clerk to the Town Council  
30 November 2018

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Nelson, BB9 7LG  
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**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **Environmental Improvements Committee** which will be held at the Selina Cooper Hall, Unity Wellbeing Centre, Nelson, on **Wednesday 05<sup>th</sup> December 2018 at 6.30pm**

*S. Kauser*  
Town Clerk

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### **Committee Membership**

Councillor Michelle Pearson-Asher (Chair)  
Councillor Zafar Ali  
Councillor Anwar Majid Ali  
Chair or Vice Chair of Council (Ex-Officio)

Councillor Adrian Barrett (Vice-Chair)  
Councillor Kamran M Latif  
Councillor Sheila Wicks

**Committee Terms of Reference contained within the Scheme of Delegation**

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### **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. Apologies for Absence**

To receive and approve apologies for absence and reasons given to the 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 Environmental Improvements committee meeting held on 05 September 2018

**5. Community and Public Transport Service**

To consider any issues relating to community and public transport services. Members can raise matters relating to bus routes/ transport issues in the area

- Bus Service changes 2018 (From Lancashire County County)

**6. Community Clean-ups / Litter pick up Dates**

To receive an update on the partnership working with Pendle Borough Council to reduce frequent fly-tipping in the area and consider any new schemes introduced. The Town Clerk will provide an update on this item. Information on fly tipping has been circulated to members.

**7. Dog Fouling**

To receive any updates on the dog fouling spray initiative scheme and consider the purchase of additional dog fouling spray (if required)

**8. Allotments Management**

8.1 To receive an update from the Clerk on the management of the Allotment sites and the comments from the Internal Auditor relating to a review of the allotment charges.

8.2 To consider any outstanding issues arising relating to allotments and to approve any expenditure relating to repairs, maintenance and improvements

- Swindon Allotments Site (Job One) – trees are 25-30 ft high and are overshadowing 2/3 allotment plots. They haven't been shaved for apprx 5 year and are overgrown. They require 1/3 from the top to be cut back – 5 quotations have been obtained
- Swindon Allotments Site (Job Two) – Security fencing to two side of site. Two sides had security fencing erected appx 4 years ago. Site has been broken into 3 times this year. Break-ins are from the old fencing side as the height is 5ft high.

8.3 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.

8.4 To consider a complaint received in regard to Allotments Lee Bank or Hodge House site. The committee is requested to note the actions taken to date and the subsequent correspondence received from the MP's action. A full response is to be agreed by the committee and any further actions that may be necessary inclusive of any costs.

**9. Consideration of an Allotments Officer role**

To receive comments on the potential development of a part-time Allotments Officer role to oversee the allotments in conjunction with the Central Allotments Society. The role is to be considered in view of the management issues of the sites and the operational issues encountered with the Central Society. All comments will be referred to the Personnel Committee.

**10. Financial Committee Reports, Payments and Budget 2019/20**

10.1 To receive the committee financial monitoring report (enclosed)

10.2 To draft and submit a detailed committee budget in respect of revenue and capital income and expenditure for the following year.

**11. Any items for discussion for a future agenda**

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

**12. Date of the Next Committee Meeting**

To note the date of the next committee meeting scheduled for Wednesday 06 March 2019 at 6.30pm, Unity Wellbeing Centre