



NELSON TOWN COUNCIL

Ms Safia Kauser
Town Clerk to the Town Council
14 June 2019

Town Hall, Market Street
Nelson, BB9 7LG
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YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **Unity Wellbeing Management Committee** which will be held at the Pankhurst Meeting Room, Unity Wellbeing Centre, Nelson, on **Wednesday 19th June at 7.00pm** or **Upon the Rise of the Environmental Improvements committee meeting**

S. Kauser
Town Clerk

Committee Membership

Councillor George Adam	Councillor Kamran Latif
Councillor Zafar Ali	Councillor Mashuq Hussain OBE
Councillor Faraz Ahmed	Councillor Omar Ahmed
Councillor Nazeem Hayat	Councillor Patricia Hannah-Wood
Chair or Vice Chair of Council (Ex-Officio)	Councillor Azhar Ali (non-councillor)

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.
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AGENDA

1. **Election of Committee Chairman**
To elect a committee chair for the ensuing year
2. **Election of Committee Vice-Chairman**
To elect a committee vice-chair for the ensuing year
3. **Confirmation of Non-Councillor Membership**
To confirm the committee membership of non-councillor Azhar Ali (with no voting rights) in accordance with the committee delegated terms of reference.
4. **Apologies for Absence**
To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting
5. **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.
6. **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.
7. **Minutes**
To approve the draft minutes of the Unity Wellbeing Management committee meeting held on the 27th March 2019
8. **Revive Cafe**
To receive and consider the report from the Catering Co-ordinator
9. **Lottery Heritage Update and Selina Cooper Hall History**
To receive an update on the proposed re-submission of the lottery heritage application.
10. **Building Maintenance Update and Health and Safety**
 - 10.1 To receive and consider the building maintenance report.
 - 10.2 To receive a report on the waste collection service and to note the actions taken to date.
11. **Equipment Purchase**
 - 11.1 To consider the purchase of foldaway divider screens for use within the Selina Cooper Hall (deferred from the last meeting)
 - 11.2 To consider the purchase of meeting room tables and chairs for the Hardy and Pankhurst meeting rooms. Occasionally, meeting room tables are taken to the hall for use at large events. The existing tables could be moved to the hall on a permanent basis (deferred from the last meeting).

12. Insurance Claim and Land Adjacent to Unity Centre

12.1 To receive an update on the works outstanding that have been previously approved by the insurance company.

12.2 To receive an update on the clearance of the land next to the Unity Centre.

12.3 To review any ongoing discussions in relation to an identified special project.

13. Clarion Suite - Short-Term Tenancies

13.1 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 (discussions relating to negotiations in contracts).

13.2 To receive an update on the current office tenancies and consider any further action required.

14. Financial Committee Reports and Payments

14.1 To review and approve the Unity Wellbeing Centre committee payments for the period of February and March 2019.

14.2 To receive the Unity Wellbeing Centre monthly financial committee report.

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.

15. Any items for discussion for a future agenda

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

16. Date of the Next Committee Meeting

To note the date of the next committee meeting scheduled to take place on Wednesday 25th September