



**Minutes of a meeting of the Unity Wellbeing Management Committee
held on Wednesday 30th September 2020 via ZOOM**

Commenced: 7.10pm - Concluded: 7.45pm

Councillors Present: George Adam [Chair], Mashuq Hussain [OBE] and Mohammad Kamran Latif

Absent Councillors: Faraz Ahmad, Omar Ahmed, Zafar Ali, Patricia Hannah-Wood and Nazeem Hayat

Non-Councillor (without voting rights): None

Observing Councillors (not a member of the committee): None

Officers: Nick Harbour – Assistant Town Clerk [minute taker], Charlotte Bill - Facilitator

Members of the Public: None

2020/010 (UWB)	<p><u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.</p> <p>Proposed by Councillor Adam and Seconded by Councillor Latif, and RESOLVED: That the apologies received from Councillors Zafar Ali and Patricia Hannah-Wood are approved and accepted.</p>
2020/011 (UWB)	<p><u>DECLARATIONS OF INTERESTS</u> 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.</p> <p>None.</p>
2020/012 (UWB)	<p><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u> 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.</p> <p>No members of the public were present at the meeting.</p>
2020/013 (UWB)	<p><u>MINUTES</u> To approve the draft minutes of the Extraordinary Unity Wellbeing Management Committee meeting held on 09 July 2020 (previously circulated).</p> <p>Proposed by Councillor Latif and Seconded by Councillor Hussain, and RESOLVED: That the draft minutes of the Extraordinary Unity Wellbeing Management Committee meeting held on the 09 July 2020 be confirmed as a true record and be signed by</p>

	the Chair.
2020/014 (UWB)	<p><u>HERITAGE LOTTERY BID UPDATE AND NEXT STEPS</u> To receive an update on the progress being made around the work being carried out following the successful Heritage Lottery bid relating to the suffragist Selina Cooper and the Unity Hall in Nelson, Lancashire and to discuss the next steps.</p> <p>The newly appointed Facilitator, Charlotte Bill, briefly ran through a list of jobs which she had undertaken since starting the role at the beginning of September:</p> <ul style="list-style-type: none"> • Volunteers have now handed over numerous items for display • An office reading room has been created at the Unity Hall • The wall displays in the Selina Cooper Hall are due to be finished by the end of this week • Schools have been contacted and Charlotte will be going out to meet students and teachers to inform them about the project, and hopefully soon some will be able to come and visit Unity Hall • A printed and online leaflet is close to completion promoting the project • A friends group has been set up, which will hopefully continue once the project is complete <p>Members noted the update and thanked Charlotte for attending the meeting.</p>
2020/015 (UWB)	<p><u>CLOSURE OF UNITY HALL DURING LOCKDOWN</u> To consider a time frame for the re-opening of Unity Hall. This includes the opening of the offices, Revive Café and hall hire.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Hussain, and RESOLVED: That the Unity Hall is to remain closed for the time being due to the Covid-19 levels remaining high in the local area. This will be reviewed again at the next meeting of this Committee on 25th November 2020.</p>
2020/016 (UWB)	<p><u>UNITY HALL STAFF</u> To look at ways to best utilise staff time whilst the Unity Hall is closed to members of the public.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Hussain, and RESOLVED: That the Facilities Caretaker and Catering Co-Ordinator are requested to complete an inventory of all current items and needs for when the Centre is back open. They are also requested to organise a deep clean of the café and whole of the building, and to assist where possible with any tasks that may come from the up and coming health and safety inspection by Peninsula. A new industrial hoover is also to be purchased to help ensure that the building is thoroughly cleaned.</p>
2020/017 (UWB)	<p><u>HEALTH AND SAFETY VISIT</u> To receive an update from the Assistant Town Clerk in relation to a recent health and safety visit to Unity Hall by Peninsula.</p> <p>The Assistant Town Clerk notified Members that he and the Facilities Caretaker had earlier that morning met with a Health and Safety representative from Peninsula up at the Unity Wellbeing Centre. Some initial paperwork was completed and a second visit has been arranged for Monday 12th October for a full review of the building to take place.</p> <p>Members noted the update.</p>
2020/018 (UWB)	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u> To note the date of the next committee meeting scheduled to take place on Wednesday 25th</p>

Signed Chair:

Dated:

	<p>November at 7.00pm, Unity Wellbeing Centre.</p> <p>The date was noted by Members.</p> <p>The meeting was closed by the Chair at 7.45pm.</p>
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Signed Chair:

Dated: