



Minutes of a meeting of The Finance and General Purposes Committee held on Wednesday 28th October 2020 via Zoom

Commenced: 6.30pm - Concluded: 6.50pm

Councillors Present: Kamran Latif [Chair], Zafar Ali, Wayne Blackburn and Mohammad Sakib

Absent Councillors: Husnan Arshad, Nazeem Hayat, Mashuq Hussain and Ikram Ul-Haq

Non-Councillor (without voting rights): None

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

Officers: Nick Harbour – Assistant Town Clerk [minute taker]

Members of the Public: None

2020/026
(FGP)

APOLOGIES FOR ABSENCE

To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.

Proposed by Councillor Latif and Seconded by Councillor Sakib, and

RESOLVED: That the apologies received from Councillor Hussain are approved and accepted.

2020/027
(FGP)

DECLARATIONS OF INTEREST

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.

None declared.

2020/028
(FGP)

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.

No members of the public were present at the meeting.

2020/029
(FGP)

MINUTES

To approve the draft minutes of the Finance and General Purposes committee meeting held on 23 September 2020.

Proposed by Councillor Ali and Seconded by Councillor Blackburn, and

RESOLVED: That the draft minutes of the Finance and General Purposes committee meeting held on the 23 September 2020 be confirmed as a true record and be signed by the Chair.

2020/030 (FGP)	<p><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS/RECEIPTS</u></p> <p>2020/030.1 To receive the monthly schedule of payments for the period of September 2020. The committee is required to review the schedule of payments for compliance in accordance with the Financial Regulations.</p> <p>The monthly schedule of payments were received and reviewed for the period of September 2020.</p> <p>2020/030.2 To note the schedule of payments over £500.00 for the period of September 2020 for publication on the website in accordance with the Data Transparency Code.</p> <p>Members noted the schedule of payments over £500.00 for publication on the website in accordance with the Data Transparency Code.</p> <p>2020/030.3 To review and approve the Finance and General Purposes committee payments for the period of September 2020.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Sakib, and RESOLVED: That the Finance and General Purposes committee payments for the period of September 2020 are approved and signed off by the Chairman.</p> <p>Action: The Chairman to visit the Town Council office on 29th October 2020 to sign off the paperwork as this meeting was being held virtually.</p>
2020/031 (FGP)	<p><u>BANK RECONCILIATION STATEMENTS</u></p> <p>2020/031.1 To receive the bank reconciliation statements for the period of September 2020.</p> <p>Members noted the bank reconciliation statements for the period of September 2020.</p> <p>2020/031.2 To appoint a member, other than a cheque signatory to verify the bank reconciliation statements for all accounts (produced by the Assistant Town Clerk).</p> <p>Proposed by Councillor Ali and Seconded by Councillor Blackburn, and RESOLVED: That Councillor Sakib be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p> <p>Action: Councillor Sakib to visit the Town Council office on 29th October 2020 to sign off the paperwork as this meeting was being held virtually.</p>
2020/032 (FGP)	<p><u>SMALL GRANT APPLICATION – ARMED FORCES SUPPORT GROUP</u></p> <p>To consider a request from the Armed Forces Support Group for £1,000 to go towards roof repairs at the Armed Forces Support Group offices.</p> <p>Members were all in agreement that the Armed Forces Support Group are a worthy organisation in the local community and should be supported where possible by this town council.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Sakib, and</p>

	RESOLVED: That the request for £1,000 from the Armed Forces Support Group to go towards road repairs at the Armed Forces Support Group offices be approved.
2020/033 (FGP)	<p><u>CONTROLLED PARKING ZONE – NELSON TOWN CENTRE</u></p> <p>To consider a request from Pendle Borough Council for £2,500 to go towards signage for a controlled parking zone within Nelson town centre.</p> <p>Members discussed the proposal and had a number of questions which they would like answering before making a decision. It was thought that Lancashire County Council should be paying for this type of work. The letter received for the request also stated that the Nelson Area Committee had been requested to part fund the signage – Members were under the impression that Nelson Area Committee had no funding remaining to support the application. Members asked that if this was the case, where would the other half of the money be sought.</p> <p>Proposed by Councillor Sakib and Seconded by Councillor Ali, and RESOLVED: That this item be deferred until the next meeting of the Finance and General Purposes committee meeting.</p> <p>Action: The Assistant Town Clerk to write to Neil Yates to ask the questions raised by Members.</p>
2020/034 (FGP)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> • Town Centre Toilets
2020/035 (FGP)	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 25th November 2020 at 6.30pm, via ZOOM.</p> <p>Members noted the next meeting date.</p> <p>The meeting was closed by the Chair at 6.50pm.</p>