



**Minutes of a meeting of The Finance and General Purposes Committee held
on Wednesday 24th February 2021 via Zoom**

Commenced: 6.30pm - Concluded: 6.50pm

Councillors Present: Kamran Latif [Chair], Zafar Ali, Wayne Blackburn, Mohammad Sakib and Ikram Ul-Haq.

Absent Councillors: Husnan Arshad, Nazeem Hayat and Mashuq Hussain.

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.

2020/072 (FGP)	<p><u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.</p> <p>No apologies were received for the meeting.</p>
2020/073 (FGP)	<p><u>DECLARATIONS OF INTEREST</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 declared.</p>
2020/074 (FGP)	<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>
2020/075 (FGP)	<p><u>MINUTES</u> To approve the draft minutes of the Finance and General Purposes committee meeting held on 27 January 2021.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the draft minutes of the Finance and General Purposes committee meeting held on the 27 January 2021 be confirmed as a true record and be signed by the Chair.</p>

<p>2020/076 (FGP)</p>	<p><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS/RECEIPTS</u></p> <p>2020/076.1 To receive the monthly schedule of payments for the period of January 2021. 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 January 2021.</p> <p>2020/076.2 To note the schedule of payments over £500.00 for the period of January 2021 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>2020/076.3 To review and approve the Finance and General Purposes committee payments for the period of January 2021.</p> <p>Proposed by Councillor Ali and Seconded by Councillor UI-Haq, and RESOLVED: That the Finance and General Purposes committee payments for the period of January 2021 are approved and signed off by the Chairman.</p> <p>Action: The Chairman of the Finance and General Purposes committee to visit the Town Council office on 25th February 2021 to sign off the paperwork as this meeting was being held virtually.</p>
<p>2020/077 (FGP)</p>	<p><u>BANK RECONCILIATION STATEMENTS</u></p> <p>2020/077.1 To receive the bank reconciliation statements for the period of January 2021.</p> <p>Members noted the bank reconciliation statements for the period of January 2021.</p> <p>2020/077.2 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 Latif, and RESOLVED: That Councillor UI-Haq be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p> <p>Action: Councillor UI-Haq to visit the Town Council office on 25th February 2021 to sign off the paperwork as this meeting was being held virtually.</p>
<p>2020/078 (FGP)</p>	<p><u>TRANSFER OF SERVICES – PARKS</u></p> <p>To receive feedback from Members of the Parks Working Group with the latest information in relation to the transfer of parks services to Nelson Town Council.</p> <p>Philip Mousdale of Pendle Borough Council has been asked to provide a Service Level Agreement as requested by the Working Group showing figures at a 50% rate as was agreed at the last Full Council meeting.</p> <p>Once this has been provided, the Working Group will meet with Philip again to discuss the matter further.</p>

	The update was noted.
2020/079 (FGP)	<p><u>HOME SCHOOLING PROJECT</u> To consider the purchase of a further 10 laptops for St John’s School (Trent Road, Nelson) to help support families who are struggling getting the required support they need for children to do schoolwork from home whilst schools remain closed due to the recently imposed government lock down.</p> <p>During the home schooling project, representatives from St John’s School (Trent Road) had not been in touch to request support with funding for new devices when the initial order was made. They asked that the Town Council fund another 10 laptops to assist students at their school who are struggling.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the Council purchase an additional 10 laptops for St John’s School (Trent Road, Nelson) as was done for all other local primary schools in Nelson who requested the Town Council’s support.</p>
2020/080 (FGP)	<p><u>ENVIRONMENTAL PROJECTS – BACK STREETS</u> To receive an update in relation to the back streets project discussed at the December Finance and General Purposes meeting.</p> <p>The Assistant Town Clerk notified Members that Scott Whalley has now provided three quotes for projects in Nelson on Walverden Terrace, Back Dover Street/ Midland Street and Lomeshaye Road/ St Mary’s Street.</p> <p>The quotes will be brought to the next Full Council meeting on 10th March 2021 for all Members of the Council to review and consider.</p> <p>Members noted the update.</p> <p>Action: The Assistant Town Clerk circulate the quotes to Councillors on the Finance and General Purposes committee.</p>
2020/081 (FGP)	<p><u>DROPPED KERB FUNDING REQUEST</u> To consider a dropped kerb funding request for work carried out Linkside Avenue, Nelson.</p> <p>The below dropped kerb funding request was received by the office and Members were asked to review and consider approval for part contribution to costings:</p> <ol style="list-style-type: none"> 1. A request for £500.00 was made for a property on Linkside Avenue, Nelson (total job cost of £1,051.06). <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the funding request for £500.00 for dropped kerb works at Linkside Avenue by approved.</p>
2020/082 (FGP)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u> To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> • Environmental Projects – Back Streets
2020/083 (FGP)	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u> To note the date of the next committee meeting scheduled to take place on Wednesday 24th March 2021 at 6.30pm, via ZOOM.</p>

Signed Chair:

Dated:

	<p>Members noted the next meeting date.</p> <p>The meeting was closed by the Chair at 6.50pm.</p>
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Signed Chair:

Dated: