



**Minutes of a meeting of The Finance and General Purposes Committee held on Wednesday 29th September 2021 in the Selina Cooper Hall, Vernon Street, Nelson**

**Commenced: 6.30pm - Concluded: 6.50pm**

**Councillors Present:** Kamran Latif [Chair], Zafar Ali and Ikram Ul-Haq.

**Absent Councillors:** Omar Ahmed, Husnan Arshad, Nazeem Hayat and Mohammad Sakib

**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

2021/046 (FGP)	<b><u>APOLOGIES FOR ABSENCE</u></b> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.  No apologies were received for the meeting.
2021/047 (FGP)	<b><u>DECLARATIONS OF INTEREST</u></b> 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.
2021/048 (FGP)	<b><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u></b> 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 public were present at the meeting.
2021/049 (FGP)	<b><u>MINUTES</u></b> To approve the draft minutes of the Finance and General Purposes committee meeting held on 28 July 2021.  Proposed by Councillor Ali and Seconded by Councillor Ul-Haq, and <b>RESOLVED:</b> That the draft minutes of the Finance and General Purposes committee meeting held on the 28 July 2021 be confirmed as a true record and be signed by the Chair.

<p>2021/050 (FGP)</p>	<p><b><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS/RECEIPTS</u></b></p> <p><b>2021/050.1 To receive the monthly schedule of payments for the period of July and August 2021. The committee is required to review the schedule of payments for compliance in accordance with the Financial Regulations.</b></p> <p>The monthly schedule of payments were received and reviewed for the period of July and August 2021.</p> <p><b>2021/050.2 To note the schedule of payments over £500.00 for the period of July and August 2021 for publication on the website in accordance with the Data Transparency Code.</b></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><b>2021/050.3 To review and approve the Finance and General Purposes committee payments for the period of July and August 2021.</b></p> <p>Proposed by Councillor Ali and Seconded by Councillor Ul-Haq, and  <b>RESOLVED:</b> That the Finance and General Purposes committee payments for the period of July and August 2021 are approved and signed off by the Chairman.</p>
<p>2021/051 (FGP)</p>	<p><b><u>BANK RECONCILIATION STATEMENTS</u></b></p> <p><b>2021/051.1 To receive the bank reconciliation statements for the period of July and August 2021.</b></p> <p>Members noted the bank reconciliation statements for the period of July and August 2021.</p> <p><b>2021/051.2 To appoint a member, other than a cheque signatory to verify the bank reconciliation statements for all accounts (produced by the Assistant Town Clerk).</b></p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and  <b>RESOLVED:</b> That Councillor Ul-Haq be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
<p>2021/052 (FGP)</p>	<p><b><u>ENVIRONMENTAL PROJECTS – BACK STREETS</u></b></p> <p>To receive an update in relation to the back streets project discussed at the previous Finance and General Purposes meeting.</p> <p>Councillor Ali informed those present that a meeting is due to take place next week between Town Council and Borough Council representatives to talk through the next stages of the Back Street Project. A request will be made to Pendle Borough Council to obtain prices for both tarmacking of the back streets and the removal of flagged paving areas, and also for tarmacking the back street and adding in a kerbed section. The prices will then be put back to the Town Councillor who requested the work to be carried on to review and put forward a case to Full Council for which quote should be approved.</p> <p>Members noted the update.</p>

2021/053 (FGP)	<p><b><u>DROPPED KERB GRANT REQUEST – ST PAUL’S ROAD, NELSON</u></b> To consider a request for the dropped kerb grant funding for works carried out at 43 St Paul’s Road, Nelson.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and <b>RESOLVED:</b> That the funding request contribution for £463.05 for works carried out at 43 St Paul’s Road, Nelson are approved for payment.</p>
2021/054 (FGP)	<p><b><u>DROPPED KERB GRANT REQUEST – CHARLES STREET, NELSON</u></b> To consider a request for the dropped kerb grant funding for works carried out at 129 Charles Street, Nelson.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and <b>RESOLVED:</b> That the funding request contribution for £328.44 for works carried out at 129 Charles Street are approved for payment.</p>
2021/055 (FGP)	<p><b><u>DROPPED KERB GRANT REQUEST – HIBSON ROAD, NELSON</u></b> To consider a request for the dropped kerb grant funding for works carried out at 129 Hibson Road, Nelson.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and <b>RESOLVED:</b> That the funding request contribution for £152.03 for works carried out at 197 Hibson Road are approved for payment.</p>
2021/056 (FGP)	<p><b><u>SHOP FRONT IMPROVEMENTS – NELSON TOWN CENTRE</u></b> To discuss the Shop Front Improvement scheme currently being run by Pendle Borough Council and consider whether Nelson Town Council could offer further support.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ul-Haq, and <b>RESOLVED:</b> That this item is deferred until further notice to allow time for the Budget Working Group to review finances and plan for the financial year 2022-23.</p>
2021/057 (FGP)	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b> To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>No new items were requested.</p>
2021/058 (FGP)	<p><b><u>DATE OF THE NEXT COMMITTEE MEETING</u></b> To note the date of the next committee meeting scheduled to take place on Wednesday 27th October 2021 at 6.30pm, at the Unity Well Being Centre, Vernon Street, Nelson.</p> <p>Members noted the date of the next meeting.</p> <p>The meeting was closed by the Chair at 7.50pm.</p>