



**Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 27th October 2021 in the Selina Cooper Hall, Vernon Street, Nelson**

**Commenced: 6.30pm - Concluded: 6.40pm**

**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

2021/059 (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.
2021/060 (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.
2021/061 (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.
2021/062 (FGP)	<b><u>MINUTES</u></b> To approve the draft minutes of the Finance and General Purposes committee meeting held on 29 September 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 29 September 2021 be confirmed as a true record and be signed by the Chair.

<p>2021/063 (FGP)</p>	<p><b><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS/RECEIPTS</u></b></p> <p><b>2021/063.1 To receive the monthly schedule of payments for the period of September 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 September 2021.</p> <p><b>2021/063.2 To note the schedule of payments over £500.00 for the period of September 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>2021/063.3 To review and approve the Finance and General Purposes committee payments for the period of September 2021.</b></p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Ali, and  <b>RESOLVED:</b> That the Finance and General Purposes committee payments for the period of September 2021 are approved and signed off by the Chairman.</p>
<p>2021/064 (FGP)</p>	<p><b><u>BANK RECONCILIATION STATEMENTS</u></b></p> <p><b>2021/064.1 To receive the bank reconciliation statements for the period of September 2021.</b></p> <p>Members noted the bank reconciliation statements for the period of September 2021.</p> <p><b>2021/064.2 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 UI-Haq be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
<p>2021/065 (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>A meeting recently took place between the Assistant Town Clerk, Chairman, Vice-Chairman and representatives from Pendle Borough Council to discuss the various options available in terms of the back street improvements finishes. Some residents had been calling for a kerbed finish on their back street rather than a smooth finish stretching across the entire back street. Whilst the kerbed finishes do look good, the vast majority of the time they are not practical due to various issues, including where utility mains are located on the back streets. The kerbed finishes are also considerably more expensive to have done. That said, the kerbed finishes could still be appropriate in some cases, and Councillors for the ward the work is due to take place in can request quotes to be obtained for kerbed finishes in the tender process should they wish.</p> <p>Councillors were reminded that if they have any further streets they would like to be passed on</p>

	<p>to Scott Whalley at Pendle Borough Council, to send the details through to the office.</p> <p>Councillor Ali had recently been in conversation with residents at Chapel House Road, who had all stated that they would like a kerbed finish for the block at 273-293 Chapel House Road. Councillor Ali therefore requested that the tender for the works due to take place at 273-293 Chapel House Road include costs for a kerbed finish.</p> <p>Members noted the update.</p> <p><b>Action:</b> The Assistant Town Clerk to ask Scott Whalley to request a kerbed finish quote be obtained for the works at 273-293 Chapel House Road.</p>
2021/066 (FGP)	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b></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"> <li>• Friday Night Football League – balance spent so far</li> </ul>
2021/067 (FGP)	<p><b><u>DATE OF THE NEXT COMMITTEE MEETING</u></b></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 24th November 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 7.40pm.</p>