



**Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 27th April 2022 in the Selina Cooper Hall, Vernon Street, Nelson**

**Commenced: 6.30pm - Concluded: 7.10pm**

**Councillors Present:** Kamran Latif [Chair], Mohammad Sakib and Ikram UI-Haq.

**Absent Councillors:** Omar Ahmed, Zafar Ali, Husnan Arshad 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], Frances Spencer [Administration Support]

**Members of the Public:** None

2021/102 (FGP)	<p><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.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Sakib, and <b>RESOLVED:</b> That the apologies received from Councillor Zafar Ali are approved and accepted.</p>
2021/103 (FGP)	<p><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.</p> <p>None declared.</p>
2021/104 (FGP)	<p><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.</p> <p>No public were present at the meeting.</p>
2021/105 (FGP)	<p><b><u>MINUTES</u></b> To approve the draft minutes of the Finance and General Purposes committee meeting held on 23 February 2022.</p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Latif, and <b>RESOLVED:</b> That the draft minutes of the Finance and General Purposes committee meeting held on the 23 February 2022 be confirmed as a true record and be signed by the Chair.</p>

<p>2021/106 (FGP)</p>	<p><b><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS/RECEIPTS</u></b></p> <p><b>2021/106.1 To receive the monthly schedule of payments for the period of February and March 2022. 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 February and March 2022.</p> <p><b>2021/106.2 To note the schedule of payments over £500.00 for the period of February and March 2022 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>2021/106.3 To review and approve the Finance and General Purposes committee payments for the period of February and March 2022.</b></p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Sakib, and <b>RESOLVED:</b> That the Finance and General Purposes committee payments for the period of February and March 2022 are approved and signed off by the Chairman.</p>
<p>2021/107 (FGP)</p>	<p><b><u>BANK RECONCILIATION STATEMENTS</u></b></p> <p><b>2021/107.1 To receive the bank reconciliation statements for the period of February and March 2022.</b></p> <p>Members noted the bank reconciliation statements for the period of February and March 2022.</p> <p><b>2021/107.2 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 Latif and Seconded by Councillor Sakib, 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>2021/108 (FGP)</p>	<p><b><u>CLIMATE EMERGENCY ISSUES</u></b></p> <p>A standing item to identify and consider council initiatives which will help deal with the climate emergency through Nelson Town Council’s functions, facilities and any other remit.</p> <p>No new initiatives raised.</p>
<p>2021/109 (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>Works at Back Fir and Larch Street, Back York Street and Back Ripon and Beaufort Street were recently approved at the last Full Council meeting on 13<sup>th</sup> April 2022.</p>

	<p>Pendle Borough Council will be asked to continue the roll out of other works as previously agreed and to obtain further quotes via the tender process for the streets on the current list that have previously been agreed for the project.</p> <p>Councillor Sakib also asked that Pendle Borough Council instruct contractors carrying out any future works that the surfaces are rolled once laid to ensure that surfaces are as smooth and level as possible.</p> <p>Proposed by Councillor Sakib and Seconded by Councillor Latif, and  <b>RESOLVED:</b> That separate lists are formed with future back street works updates – one with approved works and one with streets identified but not yet tendered.</p> <p>Members noted the update.</p>
<p>2021/110 (FGP)</p>	<p><b><u>GRANT FUNDING REQUEST – PENDLE FOOD FOR ALL</u></b>  To consider a grant request received on behalf of Pendle Food For All.</p> <p>Proposed by Councillor Latif and Seconded by Councillor UI-Haq, and  <b>RESOLVED:</b> That this item is deferred to a future meeting due to insufficient support documents being presented at this meeting.</p>
<p>2021/111 (FGP)</p>	<p><b><u>GRANT FUNDING REQUEST – MARSDEN COMMUNITY PRIMARY SCHOOL</u></b>  To consider a grant request received on behalf of Marsden Community Primary School.</p> <p>A request was made from Marsden Community Primary School for funding to go towards their upcoming ‘Inspire a Generation’ day. This will involve motivational speakers and interactive activities throughout the day for children who attend the school.</p> <p>Members agreed that this would be a good opportunity for the children at that school, however, if this was approved then it could lead to many other similar requests from other schools in the town and the Small Grant Application budget line is not large enough to assist all the schools in the local area.</p> <p>Proposed by Councillor Latif and Seconded by Councillor UI-Haq, and  <b>RESOLVED:</b> That the request for the funding from the Small Grants Application budget is deferred whilst Councillor Arshad is asked to request the funding from the Whitefield Ward Initiative Funding programme first.</p>
<p>2021/112 (FGP)</p>	<p><b><u>SUMMER FOOTBALL PROGRAMME</u></b>  To consider the approval of a summer football programme for 2022 following on the success of the 2021 event.</p> <p>Following on from the highly successful Summer Football Programme in 2021, Members were asked to consider funding the initiative again for 2022. Estimated costs for the project including pitch hire, paid coaching roles and equipment are £3,500.</p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Sakib, and  <b>RESOLVED:</b> That £3,500 is approved to go towards the Summer 2022 Football Programme, and arrangements are made to start coaching sessions for children ages 6-13 at Marsden Heights Community College from 13<sup>th</sup> May 2022.</p>
<p>2021/113 (FGP)</p>	<p><b><u>EID LIGHTING</u></b>  To consider the approval of new Eid lighting for the town centre.</p> <p>The Assistant Town Clerk had been asked by Members at the Events, Promotional and Marketing committee to ask the Council’s Christmas Lights contractor for costings for Eid Lighting to be installed on the existing lighting columns in the town centre.</p>

	<p>Five designs had been provided and each one costs £1,200 to be made. The lighting will be guaranteed for ten years, so no further replacements would be necessary for a long time should Members wish to approve them.</p> <p>Proposed by Councillor Latif and Seconded by Councillor UI-Haq, and  <b>RESOLVED:</b> That funding for six lighting boards is approved and installation of these are to be on existing lighting columns Manchester Road leading into the town centre. Members of the Events, Promotional and Marketing committee are to be asked to select which design(s) they wish to be ordered.</p>
<p>2021/114 (FGP)</p>	<p><b><u>GAZEBOS</u></b>  To consider quotes for new Gazebos for future Town Council events.</p> <p>In 2019, it was agreed that the Council are to order new gazebos for use at Town Council events. Due to Covid-19 and events stopping, these have yet to be ordered.</p> <p>The office had recently obtained four different quotes and Members were asked to consider approving one of them so the Council have their own gazebos for events being held later in the year. All quotes include frames, covering panels with town council logos and weights.</p> <p>Proposed by Councillor Sakib and Seconded by Councillor Latif, and  <b>RESOLVED:</b> That the quote received from Instant Promotions is approved and that seven new gazebos are ordered at a total cost of £6,610.00.</p>
<p>2021/115 (FGP)</p>	<p><b><u>PENDLE FESTIVAL AND PEACE WALK</u></b>  To consider a request for funding of £3,000 from Building Bridges to go towards the Pendle Festival and Peace Walk.</p> <p>Rauf Bashir from Building Bridges had requested that the Town Council contribute £3,000 towards the annual Pendle Festival and Peace Walk. Last year, the Council contributed £2,000 towards the event. Building Bridges are currently in between funding streams, hence the request for an additional £1,000 on what was contributed the previous year.</p> <p>Members discussed the request, and whilst all were in agreement that it was an excellent initiative, they felt that with the event being a Pendle wide event rather than a Nelson specific one, that a contribution of £1,500 would be appropriate and suggest that Building Bridges try to make up the remainder of the shortfall from other neighbouring town/ parish council's.</p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Sakib, and  <b>RESOLVED:</b> That Nelson Town Council contribute £1,500 towards this years Pendle Festival and Peace Walk.</p>
<p>2021/116 (FGP)</p>	<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>None.</p>
<p>2021/117 (FGP)</p>	<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 April 2022 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 7.10pm.</p>

Signed Chair: .....

Dated: .....