



Minutes of a meeting of Nelson Town Council held on Wednesday 29th June 2022 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire

Commenced: 7.00pm - Concluded: 7.15pm

Councillors Present: Councillors Mohammad Kamran Latif (Chair), Zafar Ali, Faraz Ahmad, Mohammad Aslam, Patricia Hannah-Wood, Mashuq Hussain OBE, Mohammad Sakib, Russell Tennant, Yvonne Tennant and Ikram Ul-Haq

Absent Councillors: Councillors George Adam, Omar Ahmed, Husnan Arshad, Zulfiqar Chaudhry Ali, Ali Baig, Sadia Bashir, Wayne Blackburn, Rehan Hanif, Nazeem Hayat, Michelle Pearson-Asher, Nigel Pearson-Asher, Atique Rehman, Mohammad Sufyaan Sarwar and Sheila Wicks

Non-Councillor (without voting rights): None

County/ Borough Councillors (without voting rights): None

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

Members of the Public: None

2022/041 (TC)	<u>ONE MINUTE SILENCE</u> The Chairman invites members to observe a one minute of silence. The one-minute silence was observed.
2022/042 (TC)	<u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting. Proposed by Councillor Zafar Ali, and Seconded by Councillor Hannah-Wood and RESOLVED: That the apologies received from Councillors George Adam, Husnan Arshad, Zulfiqar Chaudhry Ali, Sadia Bashir, Mohammad Sufyaan Sarwar, and Atique Rehman are approved and accepted.
2022/043 (TC)	<u>DECLARATIONS OF INTERESTS</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. None.
2022/044 (TC)	<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.

	No members of the public present.
2022/045 (TC)	<p><u>INTERNAL AUDIT AND AGAR</u> To review the findings from the internal auditor and the AGAR forms which need to be completed and signed.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad RESOLVED: That Sections 1 and 2 of the AGAR 2021/22 Form are approved and signed by the Chairman and the Assistant Town Clerk to be submitted to the external auditor, and that the notice of public rights documentation is set for Thursday 30th June 2022 – Wednesday 10th August 2022.</p> <p>Members also discussed the action plan to address issues raised in the internal auditors comments and the below proposal was made:</p> <p>Proposed by Councillor Ali and Seconded by Councillor Hannah-Wood RESOLVED: That the following items are implemented into future Finance and General Purposes Committee meetings to ensure the highlighted issues are addressed:</p> <ul style="list-style-type: none"> • A quarterly review of the Policy and Risk Register is to be conducted by the Town Clerk and Finance and General Purposes committee members • A quarterly review of the Asset Register is to be conducted by the Town Clerk and Finance and General Purposes committee members • An item for budget monitoring updates is to be placed on future Finance and General Purposes committee meetings for monitoring by the Town Clerk and Finance and General Purposes committee members
2022/046 (TC)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u> To notify the Assistant Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>None</p>
2022/047 (TC)	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u> The date of the next meeting of the Council is due to be held on Wednesday 13th July 2022 at the Unity Well Being Centre.</p> <p>Members noted the date of the next meeting.</p> <p>There being no further business to discuss, the meeting was closed by the Chair at 7.15pm.</p>