



**Minutes of a meeting of Nelson Town Council held on Wednesday 12<sup>th</sup> October 2022 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire**

**Commenced: 7.00pm - Concluded: 8.00pm**

**Councillors Present:** Councillors Zafar Ali, Faraz Ahmad, Mohammad Aslam, Rehan Hanif, Patricia Hannah-Wood, Michelle Pearson-Asher, Nigel Pearson-Asher, Mohammad Sufyaan Sarwar and Ikram Ul-Haq

**Absent Councillors:** Councillors George Adam, Omar Ahmed, Zulfiqar Chaudhry Ali, Husnan Arshad, Ali Baig, Sadia Bashir, Wayne Blackburn, Nazeem Hayat, Mashuq Hussain OBE, Mohammad Kamran Latif, Atique Rehman, Mohammad Sakib, Russell Tennant, Yvonne Tennant 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:** Four members of the public present

2022/059  
(TC)

**ONE MINUTE SILENCE**

The Chairman invites members to observe a one minute of silence.

Councillors requested that this month's silence is extended to two minutes to mark the passing of Her Majesty the Queen and local Councillor Carlo Lioni.

A two-minute silence was observed.

2022/060  
(TC)

**APOLOGIES FOR ABSENCE**

To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.

Proposed by Councillor Ali and Seconded by Aslam and

**RESOLVED:** That the apologies received from Councillors George Adam, Wayne Blackburn, Mohammad Kamran Latif, Atique Rehman, Russell Tennant, Yvonne Tennant and Mohammad Sakib are approved and accepted.

2022/061  
(TC)

**DECLARATIONS OF INTERESTS**

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.

2022/062 (TC)	<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>Four members of the public were present at the meeting and raised a number of issues they wished to discuss with Councillors.</p> <p><b><u>Back Street Projects</u></b></p> <p>Residents from Carr Road were in attendance at the meeting to discuss the possibility of having the back street there resurfaced. The Council had recently decided to delay the resurfacing of Carr Road to concentrate on other areas which had been identified as priority areas.</p> <p>Councillors discussed this with those present and explained that the responsibility of the roads actually lies with Lancashire County Council. The Town Council are putting some funding towards back streets within the town, but only have a limited amount of money available for works and there are many back streets in the town which are in need of resurfacing.</p> <p>Members pointed out that although the works at Carr Road were not authorised at the July meeting, they were not blocked altogether and it was resolved that the street would come back to a future meeting for consideration.</p> <p>The Finance and General Purposes committee meet each month to discuss which streets are to be considered and request that Pendle Borough Council put those chosen out to tender. Members agreed that Carr Road would again be considered at a future meeting of the Finance and General Purposes committee.</p> <p>In the meantime, the residents were encouraged to contact Lancashire County Council to request that they also consider funding the resurfacing of the back street at Carr Road.</p> <p>The update was noted.</p>
2022/063 (TC)	<p><b><u>MINUTES</u></b> To approve the draft minutes of the Town Council meeting held on 13 July 2022 (previously circulated).</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor M Pearson-Asher and <b>RESOLVED:</b> That the draft minutes of the Town Council meeting held on the 13 July 2022 be confirmed as a true record and be signed by the Chair.</p>
2022/064 (TC)	<p><b><u>COMMITTEE MINUTES</u></b> To confirm the receipt of committee minutes previously circulated:</p> <ul style="list-style-type: none"> <li>• Environmental Improvements Committee 07 September 2022</li> <li>• Events, Promotional and Marketing Committee 07 September 2022</li> <li>• Finance and General Purposes Committee 28 September 2022</li> </ul> <p>Proposed by Councillor Ali and Seconded by Councillor Hannah-Wood, and <b>RESOLVED:</b> That the draft minutes listed above are approved as a true and accurate record.</p>
2022/065 (TC)	<p><b><u>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</u></b> To receive reports from the Borough or County Councillors</p> <p><b><u>Borough Council</u></b></p>

	<p>Councillor Ahmad had recently attended the Nelson Area Committee meeting. Nothing of significance was reported at the meeting, just a couple of minor planning applications in the Nelson area.</p> <p>Councillor Ali also updated Members that future planning applications must now all go before the Full Council of Pendle Borough Council. This is likely to cause delays in how quickly planning application decisions are made.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Councillors were present at the meeting to provide an update.</p>
2022/066 (TC)	<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 at this meeting.</p>
2022/067 (TC)	<p><b><u>POLICE UPDATE</u></b></p> <p>To receive an update from PCs Jemima Hill and/or Thomas Schofield around the latest issues happening in and around Nelson and to discuss the most recent crime figures for Nelson</p> <p>PCs Jemima Hill and Thomas Schofield had sent their apologies that they could not be present at the meeting to give an update. They submitted a Crime Report for the meeting. Members had read through the report and nothing of significance arose which needed to be discussed further by Members.</p> <p>Members noted the update.</p>
2022/068 (TC)	<p><b><u>NELSON TOWN DEAL</u></b></p> <p>To discuss the Nelson Town Deal and prepare for ways to which Nelson Town Council can assist with the process.</p> <p>Councillor Ali began the item with a detailed update for the members of the public present on how the Town Deal was obtained, how much was received and how the money will be allocated to various different projects across the town centre.</p> <p>The key updates from the latest town deal meeting were as follows:</p> <ul style="list-style-type: none"> <li>• Pendle Borough Council have now allocated funds for the CPO process at the Pendle Rise Shopping Centre. This is encouraging news and he will provide further updates at future meetings on how things are developing.</li> <li>• Many different projects for the funding have been identified by specialist consultants who deal with town centre planning</li> <li>• A consultation on the parks project is taking place in November at various locations across the town which residents are invited to put forward their suggestions. One of which will take place at the Unity Well Being Centre on Thursday 10<sup>th</sup> November from 10:00am to 13:00pm.</li> <li>• A similar consultation will also take place around ideas for the Trafalgar House building on Market Street. No dates have been announced for this as yet but they will be made available on the Pendle Borough Council website soon.</li> </ul> <p>He also reminded Councillor present and the public in attendance that the Town Deal</p>

	<p>meetings are open to the public should they wish to attend in the future.</p> <p>Members noted the update.</p>
2022/069 (TC)	<p><b><u>ALLOTMENTS</u></b> To discuss a number of items in relation to the allotments in Nelson.</p> <p>The Assistant Town Clerk briefly updated Members around the allotments query raised at the last meeting. The Allotments Society had previously asked that monies paid by their Members to this Council be re-allocated to them and that future rents are paid directly to the society rather than to the Council to save time waiting for approval at either Full Council or Finance and General Purposes committee meetings.</p> <p>This is currently with the legal department at Pendle Borough Council who are looking to see where ownership of the sites is and what was agreed in the initial transfer of services to the Town Council.</p> <p>Members noted the update.</p>
2022/070 (TC)	<p><b><u>EXTERNAL AUDIT</u></b> To receive an update from the Assistant Town Clerk with the findings from the External Audit report received from PKF Littlejohn.</p> <p>The Assistant Town Clerk updated Members that the External Audit report had been received at the office. As with the Internal Audit report, it flagged up the issues of budget reviews and asset register monitoring which needs to take place more this financial year which is already being addressed by the Finance committee.</p> <p>Relevant notices relevant notices have been published on the website and notice board.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Hannah-Wood, and <b>RESOLVED:</b> That the report is noted and the actions previously discussed following the internal audit are carried out by the Finance and General Purposes committee.</p>
2022/071 (TC)	<p><b><u>BACK STREET PROJECT</u></b> 2022/071(TC).1 To receive an update in relation to the Back Streets Project.</p> <p>This update had already been received during the public participation item of the meeting.</p> <p>Members noted the update.</p> <p>2022/071(TC).2.2 To consider the tenders for various backstreet resurfacing works in Nelson as provided by Pendle Borough Council.</p> <p>Quotations had also been received on the recent tender issued for works at 121-159 Chapel House Road, 197-229 Chapel House Road and 231-271 Chapel House Road, Nelson.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad, and <b>RESOLVED:</b> That approval is given to release the funding for works to be carried out at 121-159 Chapel House Road, 197-229 Chapel House Road and 231-271 Chapel House Road, Nelson.</p>
2022/072 (TC)	<p><b><u>WARM AND WELCOME PUBLIC SPACES</u></b> To discuss the potential of warm and welcome public spaces for winter 2022.</p>

	<p>Given the struggles that many residents are likely to face following on from the cost of living and inflation crisis, Members discussed the possibility of using the Revive Café in the Unity Well Being Centre as a Warm Hub over the winter where residents could meet for a cup of coffee and something to eat and to keep warm.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Sarwar, and  <b>RESOLVED:</b> That the Revive Café is allocated as a Warm Hub over the winter months and that costings are identified and brought to a future Finance and General Purposes committee meeting for review.</p>
2022/073 (TC)	<p><b><u>WEBSITE AND TOTEM</u></b>  To note the takeover of the town centre website and town centre totem from Pendle Borough Council as approved at the recent Events, Promotional and Marketing Committee meeting.</p> <p>Following the approval of the Council taking over the town centre website and totem, a report had been provided by Mike Williams of Pendle Borough Council asking the level of support the Council would require in terms of running both features.</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor N Pearson-Asher, and  <b>RESOLVED:</b> That Option 1 from the report (Hosting and Technical Support - £1,500) is selected and reviewed on an annual basis.</p>
2022/076 (TC)	<p><b><u>CAR PARKING AT THE STEVEN BURKE SPORTS HUB AND CRAVENDALE AVENUE</u></b>  To consider a funding request for car parking at the Steven Burke Sports Hub and at Cravendale Avenue.</p> <p>Barrowford and Western Parishes Committee from Pendle Borough Council had requested funding support to go towards car parking and signage at various different locations leading to the Sports Hub and access from Cravendale Avenue. The total request was for £3,000.</p> <p>Members reviewed the documentation submitted and agreed that partial funding would be appropriate given that the majority of works were to fall within the Barrowford boundary line. Councillors agreed to only fund the works which fell within the Nelson Town Council boundary line – ie on Cravendale Avenue.</p> <p>Proposed by Councillor Ul-Haq and Seconded by Councillor Ali, and  <b>RESOLVED:</b> That £500 is given to the project for the bay markings and £150 for the signage at the Cravendale Avenue section of the works.</p>
2022/077 (TC)	<p><b><u>TRANSFERRED SERVICES</u></b>  To receive reports and consider any actions required in relation to transferred services.</p> <p><b><u>CCTV monitoring</u></b></p> <p>The Assistant Town Clerk reported that CCTV monitoring report for August had now been received. No major issues were identified. No report for September has arrived for circulation yet.</p> <p>The update was noted.</p> <p><b><u>MUGAS and Play Areas</u></b></p> <p>The Assistant Town Clerk updated Members by informing them that quotes had now been received for works at Bradshaw Street following resident complaints of footballs going over the existing fencing and into neighbouring properties. This will be presented to the Finance and General Purposes committee for discussion.</p>

	<p>Quotes are also being obtained for repair works to the swing safety surfacing at Lomeshaye Park following the recent review of MUGA's and Play Areas.</p> <p>Councillors also noted that a bin has been damaged at Marsden Park Play Area. This is to be reported to Keith Higson and the team at Pendle Borough Council to get it repaired.</p> <p><b>Action:</b> The Assistant Town Clerk to report the above to Keith Higson.</p> <p>Members noted the update.</p> <p><u>Parks Services</u></p> <p>A public consultation is due to be scheduled in the next few weeks for the Town Deal works due to be carried out at Walverden Park. The Assistant Town Clerk will notify Members when this has been set.</p> <p>Members noted the update.</p>
2022/078 (TC)	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b></p> <p>To notify the Assistant Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> <li>• Coronation of King Charles</li> </ul>
2022/079 (TC)	<p><b><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></b></p> <p>The date of the next meeting of the Council is due to be held on Wednesday 09<sup>th</sup> November 2022.</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 8.00pm.</p>