



Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 26th October 2022 at Unity Wellbeing Centre, Vernon Street, Nelson

Commenced: 6.30pm - Concluded: 7.05pm

Councillors Present: Zafar Ali (Chair), Mohammad Kamran Latif, Rehan Hanif and Ikram Ul-Haq

Absent Councillors: Husnan Arshad, Wayne Blackburn, Nazeem Hayat, and Mohammad Sakib

Non-Councillor (without voting rights): None

Observing Councillors (not a member of the committee): Mashuq Hussain

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

Members of the Public: Twelve students from Marsden Heights.

2022/039 (FGP)	<p><u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.</p> <p>Proposed by Councillor Ul-Haq and Seconded by Councillor Hanif, and RESOLVED: That the apologies received from Councillor Wayne Blackburn are approved and accepted.</p>
2022/040 (FGP)	<p><u>DECLARATIONS OF INTEREST</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.</p> <p>None declared.</p>
2022/041 (FGP)	<p><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.</p> <p>Twelve students from Marsden Heights were in attendance at the meeting to give a presentation on the Positive Voices item on the agenda.</p>

2022/042 (FGP)	<p><u>MINUTES</u></p> <p>To approve the draft minutes of the Finance and General Purposes committee meeting held on 28 September 2022.</p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Hanif and RESOLVED: That the draft minutes of the Finance and General Purposes committee meeting held on the 28 September 2022 be confirmed as a true record and be signed by the Chair.</p>
2022/043 (FGP)	<p><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS / RECEIPTS</u></p> <p>2022/043.1 To receive the monthly schedule of payments for the period of September 2022. The committee is required to review the schedule of payments for compliance in accordance with the Financial Regulations.</p> <p>The monthly schedule of payments were received and reviewed for the period of September 2022.</p> <p>2022/043.2 To note the schedule of payments over £500.00 for the period of September 2022 for publication on the website in accordance with the Data Transparency Code.</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>2022/043.3 To review and approve the Finance and General Purposes committee payments for the period of September 2022.</p> <p>Note: The schedules of committee payments shall be signed by the Committee chair and included as an annex to the minutes, subject to any redaction to protect personal information</p> <p>Proposed by Councillor UI-Haq and Seconded by Councillor Hanif and RESOLVED: That the Finance and General Purposes committee payments for the period of September 2022 are approved and signed off by the Chairman.</p>
2022/044 (FGP)	<p><u>BANK RECONCILIATION STATEMENTS</u></p> <p>2022/044.1 To receive the bank reconciliation statements for the period of September 2022.</p> <p>Members noted the Bank Reconciliation Statements for the period September 2022</p> <p>2022/044.2 To appoint a member, other than a cheque signatory to verify the bank reconciliation statements for all accounts (produced by the Assistant Town Clerk).</p> <p>Proposed by Councillor Latif and Seconded by Councillor UI-Haq, and RESOLVED: That Councillor Hanif be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
2022/045 (FGP)	<p><u>ASSET REGISTER</u></p> <p>To review the Nelson Town Council asset register in line with recommendations received by the internal auditor following the 2021/22 audit.</p> <p>The Assistant Town Clerk had circulated an up-to-date asset register with the latest purchases made by the town council. This included five new tables for the Unity Well Being Centre.</p> <p>Proposed by Councillor Latif and Seconded by Councillor UI-Haq and RESOLVED: That the asset register is approved and recognised as set out in the document provided at this meeting and the updates are noted.</p>
2022/046 (FGP)	<p><u>ENVIRONMENTAL PROJECTS – BACK STREETS</u></p>

Signed Chair:

Dated:

	<p>To receive an update in relation to the back streets project discussed at the previous Finance and General Purposes meeting and to review the existing list to prioritise the next lot of back streets to go to tender.</p> <p>Estimates had been received from Pendle Borough Council in relation to works at Cloverhill Road and Hilldrop Road.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the works at Cloverhill Road are requested to go out to tender from Pendle Borough Council and that Councillors in the ward where Hilldrop Road is are consulted as to which one of the two blocks estimated they would like carrying out.</p> <p>Members also asked that estimates are obtained from Pendle Borough Council for the following streets:</p> <p>Cumberland Street (numbers 4 – 14) Holly and Larch Street (52 – 74 Holly Street and 45 – 67 Larch Street) Roberts Street (numbers 59 – 79) Chapel House Road (numbers 110 – 114 inc. Dean House and The Ferns).</p>
<p>2022/047 (FGP)</p>	<p><u>SMALL GRANT REQUEST – POSITIVE VOICES</u> To consider a small grant application request for £1,000 for the Positive Voices Project.</p> <p>Students from Marsden Heights were in attendance at the meeting to give a presentation for a request for £1,000 for their Positive Voices Project. The grant would cover various aspects of the project, including a trip to London to meet with MP’s to discuss the work, a video which is being produced which will be circulated to all local schools and youth groups in the area to discuss dangerous driving and other works around anti-social behaviour, drug misuse and mental health issues.</p> <p>Members discussed the importance of the project with the students present and agreed that this was important work which needs to be carried out in line with other safety projects which are ongoing in the local area.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the Positive Voices project request of £1,000 is approved subject to receiving copies of the written quotes for the works to be carried out in the application form received by the Council.</p>
<p>2022/048 (FGP)</p>	<p><u>MUGA FENCING AT BRADSHAW STREET</u> To consider quotes received for works to be carried out at Bradshaw Street MUGA to increase the height of court fencing.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Hanif, and RESOLVED: That the quote received from T & F Steel Designs Ltd for £3,040 + VAT is approved for the works to increase the height of the fencing at Bradshaw Street MUGA.</p>
<p>2022/049 (FGP)</p>	<p><u>LOMESHAYE PLAYGROUND – REPAIRS TO SWING SAFETY SURFACING</u> To consider the approval of repairs to the swing safety surfacing at Lomeshaye Playground following an issue identified by the maintenance team at Pendle Borough Council.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the funding of £2,473.00 is approved for repairs to the swing safety surfacing at Lomeshaye Playground to make the area safe for users.</p>
<p>2022/050 (FGP)</p>	<p><u>WARM HUB</u> To consider the costings of the recently approved Warm Hub which will be hosted in the Revive</p>

	<p>Café at the Unity Well Being Centre late 2022/ early 2023.</p> <p>Following on from the recent approval at Full Council of a Warm Hub over the winter for residents in the Revive Café, Members were asked to discuss costings around the project and authorise spends.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the Finance and General Purposes committee authorise expenditure for the recently approved Warm Hub at the previous Full Council meeting. This will include costings for staffing hours, catering supplies and energy costings.</p>
2022/051 (FGP)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>None.</p>
2022/052 (FGP)	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 23rd November 2022 at 6.30pm, at the Unity Well Being Centre, Vernon Street, Nelson.</p> <p>Members noted the date of the next meeting. The meeting was closed by the Chair at 7.05pm.</p>