



**Minutes of a meeting of Nelson Town Council held on Wednesday 09<sup>th</sup> November 2022 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire**

**Commenced: 7.00pm - Concluded: 8.20pm**

**Councillors Present:** Councillors Mohammad Kamran Latif (Chair), Zafar Ali, Zulfiqar Chaudhry Ali, Faraz Ahmad, Mohammad Aslam, Ali Baig, Wayne Blackburn, Rehan Hanif, Patricia Hannah-Wood, Mashuq Hussain OBE, Michelle Pearson-Asher, Nigel Pearson-Asher, Atique Rehman, Mohammad Sakib, Mohammad Sufyaan Sarwar Russell Tennant, Yvonne Tennant and Ikram Ul-Haq

**Absent Councillors:** Councillors Omar Ahmed, Husnan Arshad, Nazeem Hayat 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:** No public present

2022/080 (TC)	<p><b><u>ONE MINUTE SILENCE</u></b> The Chairman invites members to observe a one minute of silence.</p> <p>The one-minute silence was observed.</p>
2022/081 (TC)	<p><b><u>CHAIRMAN'S OPENING REMARKS</u></b> To receive the Chairman's opening remarks</p> <p>The Chairman welcomed all those present and thanked them for their attendance.</p> <p>The first remarks were noting the recent resignations of Councillors George Adam and Sadia Bashir. Both had made significant contributions to the Council over the years and he asked that the Council's thanks be noted.</p> <p>Secondly, he mentioned that volunteers were needed for the upcoming Winter Festival event which will be held on Saturday 26<sup>th</sup> November 2022 at 13:00. All Members are required to come down for at least part of the afternoon to assist and meet with residents.</p> <p>Lastly, a request to consider a change of personnel on some of the committee structures had been made. This is always done in May and unless meetings were constantly being left unquorate or a significant number of Councillors on that Committee had resigned/ left the Council then these are not generally changed. They will be reviewed again in May.</p>

2022/082 (TC)	<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 Hannah-Wood and Seconded by Zafar Ali and <b>RESOLVED:</b> That the apologies received from Councillors Mohammad Aslam, Nazeem Hayat and Sheila Wicks are approved and accepted.</p>						
2022/083 (TC)	<p><b><u>DECLARATIONS OF INTERESTS</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.</p>						
2022/084 (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>No public present.</p>						
2022/085 (TC)	<p><b><u>MINUTES</u></b> To approve the draft minutes of the Town Council meeting held on 12 October 2022 (previously circulated).</p> <p>Proposed by Councillor Zafar Ali and Seconded by Councillor Sakib and <b>RESOLVED:</b> That the draft minutes of the Town Council meeting held on the 12 October 2022 be confirmed as a true record and be signed by the Chair.</p>						
2022/086 (TC)	<p><b><u>COMMITTEE MINUTES</u></b> To confirm the receipt of committee minutes previously circulated:</p> <table data-bbox="300 1272 1449 1379"> <tr> <td>• Personnel Committee</td> <td>19 October 2022</td> </tr> <tr> <td>• Finance and General Purposes Committee</td> <td>26 October 2022</td> </tr> <tr> <td>• Unity Well Being Management Committee</td> <td>26 October 2022</td> </tr> </table> <p>Proposed by Councillor Ali and Seconded by Councillor Hussain, and <b>RESOLVED:</b> That the draft minutes listed above are approved as a true and accurate record.</p>	• Personnel Committee	19 October 2022	• Finance and General Purposes Committee	26 October 2022	• Unity Well Being Management Committee	26 October 2022
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2022/087 (TC)	<p><b><u>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</u></b> To receive reports from the Borough or County Councillors</p> <p><u>Borough Council</u></p> <p>Councillor Ali 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. This has been an ongoing issue for sometime now and is likely to continue. Most planning applications should have a decision made on them within eight weeks of submission, but some have now been waiting for nearly six months and still remain undecided. This is not good for residents who just want to get approval and get on with the works to their property.</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>
<p>2022/088 (TC)</p>	<p><b><u>CLIMATE EMERGENCY ISSUES WORKING GROUP UPDATE</u></b></p> <p>A standing item to receive an update from the Climate Emergency Issues Working Group to identify and discuss any issues in which this Town Council can help to combat any climate issues arising.</p> <p>Councillor Hannah-Wood gave a brief update to Members following a short meeting between the Climate Emergency Issues Working Group. The group have identified a number of issues for each different committee of this Council to be working on over the coming months. These issues will be highlighted at a future meeting of this Council and each committee can then work towards combatting the issues.</p> <p>Members noted the update.</p>
<p>2022/089 (TC)</p>	<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>No Police were in attendance at this meeting. Members were quite disappointed that no Police representation had been at this meeting for a number of months now and asked that the Assistant Town Clerk again remind the Police that their attendance is important at these meetings to allow Councillors and residents alike to easily pass on information to them which may be of use from around the local area.</p> <p>Members noted the update.</p> <p><b>Action:</b> The Assistant Town Clerk to request that Jane Watson send on the Nelson Crime Statistics which were presented by the Police at the Nelson Area Committee meeting.</p>
<p>2022/090 (TC)</p>	<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>Phil Riley from Pendle Borough Council was present at the meeting, and had brought with him a number of designs for the improvements to the three parks in Nelson. Councillors had the opportunity before the meeting to look through these designs and give their thoughts to Phil on what was being proposed. This is all part of the consultation process and residents were also invited to this viewing, as well as others throughout the week being held at the parks themselves.</p> <p>Phil asked that Councillors speak with residents in their wards and encourage them to come along to the consultations and to fill out the survey to ensure that their suggestions for what they want in their local parks are considered.</p> <p>Councillor Ali also gave a brief update on other aspects of the town deal. 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>• As already discussed, the consultation on the parks project now live and 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> </ul>

	<ul style="list-style-type: none"> <li>• A consultation is underway for Trafalgar House building on Market Street. The building will not be turned into a residential use. Other suggestions made for the site are to maintain the front part of the building as it is a historic feature of Nelson. The back section of the building could be demolished and turned into a car park with new electric charging points.</li> <li>• Some work around rejuvenating manufacturing in the area is also being discussed, this will include grants for introducing climate friendly machinery. Pendle Borough Council had proposed that this opportunity be given to businesses in Nelson and up to half a mile over the border of the town either way. Given that the funding is strictly for Nelson only, this proposal was rejected and will strictly only be available for businesses within the Nelson town boundary.</li> </ul> <p>He also reminded Councillor present and the public in attendance that the Town Deal meetings are open to the public should they wish to attend in the future.</p> <p>Members noted the update.</p>
2022/091 (TC)	<p><b><u>BUDGET FOR 2023/24</u></b> To consider forming a Budget Working Group to assist with the setting of the budget for the financial year 2023/24.</p> <p>Each year, a Budget Working Group is formed to assist with the setting of the next financial year's budget. Once the draft budget is agreed by the working group, it will be brought before the Full Council in early 2023 for other Members to review and approve.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Sakib, and <b>RESOLVED:</b> That Councillors Zafar Ali, Patricia Hannah-Wood, Mohammad Kamran Latif, Mohammad Sakib and Ikram Ul-Haq are appointed to the Budget Working Group.</p>
2022/092 (TC)	<p><b><u>APPOINTMENT OF CHEQUE SIGNATORY</u></b> To consider the appointment of a new cheque signatory following the resignation of Councillor George Adam.</p> <p>As Councillor George Adam had recently resigned, this meant that only two signatories were currently registered to sign off Council cheques. In case of absence or illness, a third Councillor is required to be appointed a signatory.</p> <p>Proposed by Councillor Tennant and Seconded by Councillor Ali, and <b>RESOLVED:</b> That Councillor Patricia Hannah-Wood is appointed as a cheque signatory for the Council.</p>
2022/093 (TC)	<p><b><u>BACK STREET PROJECT</u></b> 2022/093(TC).1 To receive an update in relation to the Back Streets Project.</p> <p>The Finance and General Purposes committee had asked that Pendle Borough Council provide a number of estimates for various back streets across Nelson. It is hoped these will be ready in time for the December meetings of the Council.</p> <p>Councillor Hannah-Wood had recently been out to visit Carr Road following a request from a resident on that street that the back street there again be considered for repair works. Councillor Hannah-Wood asked that the Finance and General Purposes committee consider this at their next meeting.</p> <p>Lots of residents are in contact with their local councillor or the office to enquire whether their street will be up for consideration in the near future. It was suggested that the process plan for back streets is highlighted in the next edition of the Nelson Town Council newsletter to inform</p>

	<p>residents of how the streets are selected.</p> <p>Members noted the update.</p> <p>2022/093(TC).2.2 To consider the tenders for various backstreet resurfacing works in Nelson as provided by Pendle Borough Council.</p> <p>No tenders to consider at this meeting.</p>
2022/094 (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>At the previous meeting of this Council, Members resolved to use the Revive Café as a Winter Warm Hub as many residents are likely to face difficulties following on from the cost of living and inflation crisis.</p> <p>The Assistant Town Clerk updated Members that supplies had now been ordered for the café and the project will start on Monday 21<sup>st</sup> November.</p> <p>Members again highlighted the importance of the project and it was suggested that all Councillors try to go along to the Hub at some point to meet with residents to allow them opportunities to discuss any other issues that they may have in their respective wards.</p> <p>The Assistant Town Clerk was asked to ensure that the project was advertised in all the appropriate places, including local radio, press, website and social media. Posters have also been made and this has gone on the newly acquired totem in the town centre.</p> <p>Members noted the update.</p> <p><b>Action:</b> The Assistant Town Clerk to advertise the Warm Hub in all the relevant places.</p>
2022/095 (TC)	<p><b><u>CORONATION OF KING CHARLES</u></b> To consider what plans need implementing ready for the coronation of King Charles in 2023.</p> <p>Members asked that an item be placed on this agenda to discuss plans for the coronation of King Charles, due to take place on Saturday 06<sup>th</sup> May 2023. Any ideas of what type of event to hold are asked to be submitted to either the Chair of the Events, Promotional and Marketing committee or to the Assistant Town Clerk.</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor Ahmad, and <b>RESOLVED:</b> That the Events, Promotional and Marketing committee are tasked with organizing an event for the Coronation of King Charles. Work to begin on this at the next meeting of that committee on Wednesday 07<sup>th</sup> December 2022.</p>
2022/096 (TC)	<p><b><u>TRANSFERRED SERVICES</u></b> To receive reports and consider any actions required in relation to transferred services.</p> <p><u>CCTV monitoring</u></p> <p>The Assistant Town Clerk reported that CCTV monitoring report for October had been received. No major issues were identified.</p> <p>The CCTV Hub in Blackburn has now been renovated and Members are welcome to go along and see how the hub operates if they wish.</p> <p>The update was noted.</p>

	<p><u>MUGAS and Play Areas</u></p> <p>Finance and General Purposes committee had at their last meeting approved works at Bradshaw Street to raise the height of the existing fencing following resident complaints of footballs going over the top and into neighbouring properties. This will be undertaken in the next few weeks.</p> <p>Finance and General Purposes committee had also approved repair works to the swing safety surfacing at Lomeshaye Park following the recent review of MUGA's and Play Areas. This work has now been completed.</p> <p>Members noted the update.</p> <p><u>Parks Services</u></p> <p>As highlighted in the Town Deal section of the meeting, a public consultation is underway for improvements to be made at all three parks in Nelson. Members are asked to encourage residents in their respective wards to complete the survey to have their say on how they wish their parks to look.</p> <p>Members noted the update.</p>
2022/097 (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>• Standing Orders of the Council</li> <li>• Hodge House Playing Fields</li> <li>• Street Lighting</li> </ul>
2022/098 (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 14<sup>th</sup> December 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 8.20pm.</p>