



Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 22nd February 2023 at Unity Wellbeing Centre, Vernon Street, Nelson

Commenced: 6.30pm - Concluded: 7.15pm

Councillors Present: Zafar Ali (Chair), Wayne Blackburn, Mohammad Kamran Latif and Mohammad Sakib

Absent Councillors: Husnan Arshad, Nazeem Hayat, Rehan Hanif and Ikram UI-Haq

Non-Councillor (without voting rights): None

Observing Councillors (not a member of the committee): Faraz Ahmad, Russell Tennant and Yvonne Tennant

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

Members of the Public: None

2022/079 (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 Ali and Seconded by Councillor Latif, and RESOLVED: That the apologies received from Councillor Hanif are approved and accepted.</p>
2022/080 (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>
2022/081 (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>None.</p>

2022/082 (FGP)	<p><u>MINUTES</u> To approve the draft minutes of the Finance and General Purposes committee meeting held on 25 January 2022. (Previously circulated)</p> <p>Proposed by Councillor Blackburn and Seconded by Councillor Ali and RESOLVED: That the draft minutes of the Finance and General Purposes committee meeting held on the 25 January 2023 be confirmed as a true record and be signed by the Chair.</p>
2022/083 (FGP)	<p><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS / RECEIPTS</u></p> <p>2022/083.1 To receive the monthly schedule of payments for the period of January 2023. 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 January 2023.</p> <p>2022/083.2 To note the schedule of payments over £500.00 for the period of January 2023 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>2022/083.3 To review and approve the Finance and General Purposes committee payments for the period of January 2023.</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 Latif and Seconded by Councillor Blackburn and RESOLVED: That the Finance and General Purposes committee payments for the period of January 2023 are approved and signed off by the Chairman.</p>
2022/084 (FGP)	<p><u>BANK RECONCILIATION STATEMENTS</u></p> <p>2022/084.1 To receive the bank reconciliation statements for the period of January 2023.</p> <p>Members noted the Bank Reconciliation Statements for the period January 2023</p> <p>2022/084.2 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 Ali and Seconded by Councillor Latif, and RESOLVED: That Councillor Blackburn be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
2022/085 (FGP)	<p><u>ASSET REGISTER</u> 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 the asset register. No new changes had been made since the previous meeting of this committee.</p> <p>Members noted the update.</p>
2022/086 (FGP)	<p><u>PENDLE PRIMARY SCHOOLS FREE SWIMMING INITIATIVE 2023/24</u> To consider a request from Pendle Leisure Trust to once again support the free swimming initiative for school children. The funding request is for £14,190.00.</p> <p>Members discussed supporting the Leisure Trust in funding for the free swimming initiative for school children of Nelson for the upcoming year. The figures provided for service use for the</p>

	<p>current year showed an excellent attendance from those children who participated in the sessions and Members present agreed based on these numbers that it was a worthwhile project to support again in 2023/24.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Blackburn, and RESOLVED: That the Town Council provide the funding of £14,190.00 to support the free swimming initiative for school children in Nelson.</p>
2022/087 (FGP)	<p><u>SMALL GRANT APPLICATION – MARSDEN COMMUNITY PRIMARY SCHOOL</u> To consider a small grant application received from Marsden Community Primary School for £1,000 to go towards an activity day for students which will feature various activities and motivational speakers</p> <p>Members were asked to consider a funding request from Marsden Community Primary School to go towards costs for an activity day for students which will feature various activities and motivational speakers. All Members present were in agreement having read the application form and supporting papers that it was a worthwhile project to support which would be greatly beneficial to all students participating.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Blackburn, and RESOLVED: That £1,000 is awarded to Marsden Community Primary School to go towards the activity day for students which will feature various activities and motivational speakers as requested.</p>
2022/088 (FGP)	<p><u>BRITAIN IN BLOOM ENTRY – 2023</u> To consider entry to the Britain in Bloom competition for 2023. Costings to enter the competition are £175.00 then consideration needs to take place around other costings which may be incurred to prepare for the competition.</p> <p>Members were all in agreement that the Town Council are to once again apply for the Britain in Bloom competition for 2023. Considerations for additional costings have already been taken into account in the budget review for 2023/ 24.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Blackburn, and RESOLVED: That Nelson Town Council enter the Britain in Bloom competition for 2023 for the town centre category award.</p>
2022/089 (FGP)	<p><u>SPORTS COMMITTEE PROJECTS</u> To consider funding for Sports Committee Projects for 2023 – this will include projects around the spring/ summer football coaching programme and a new initiative looking at wrestling.</p> <p>An item had been requested to be added to this agenda by Councillor UI-Haq in relation to funding for new projects being organized by the sports committee for spring/ summer 2023. These will include a new football coaching programme and also an organized wrestling initiative.</p> <p>Unfortunately, Councillor UI-Haq was not able to attend the meeting so was unable to clarify the specifics of the programmes. Members of this committee present briefly discussed that whilst they would be happy to support these types of initiatives, full costings and details would need to be provided before any decisions can be made.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the item is deferred until the next meeting when full costings and proposals are presented to Members.</p>
2022/090 (FGP)	<p><u>CORONATION OF KING CHARLES EVENT – MAY 2023</u> To consider outsourcing the event organisation for the Coronation of King Charles event which</p>

	<p>is scheduled to take place in May 2023.</p> <p>Members were asked to consider quotes received from Scott Dawsons and Peter Scotts to manage and run the Coronation of King Charles event due to take place in May 2023. Members agreed that such a prestigious event would require considerable planning, and with the Assistant Town Clerk currently working on the Pride of Nelson Awards and the upcoming audit work – support would be required from a third party to organize the occasion.</p> <p>Members had gone through the options presented by Scott Dawsons for the town centre event, which included a large screen for visitors to watch the Coronation on, as well as a whole host of other activities for people to participate in. Peter Scotts quotation was based around school involvement, which would mean hundreds of school children would also actively be involved in participating in the event with a chance to enter various competitions which they would organize between their office and all the local schools in the town.</p> <p>Members also discussed the decoration of the town and that bunting and other items should be put in place in and around the town centre to mark the occasion – this is to be discussed at the next Events, Promotional and Marketing committee meeting in early March.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Blackburn, and RESOLVED: That the Coronation of King Charles event is outsourced and that quotes received from Scott Dawsons (£14,000) and Peter Scotts (£4,995) are approved for the town centre event.</p>
2022/091 (FGP)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u> To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> • None
2022/092 (FGP)	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u> To note the date of the next committee meeting scheduled to take place on Wednesday 22nd March 2023 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 7.15pm.</p>