



**Minutes of a meeting of Nelson Town Council held on Tuesday 27th June 2023
at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire**

Commenced: 7.00pm - Concluded: 7.25pm

Councillors Present: Councillors Faraz Ahmad, Shabaz Ahmed, Naeem Akhtar, Thabasum Ruby Anwar, Aqib Bashir, Sughra Bibi, Rehan Hanif, Mohammad Kamran Latif, Anam Nawaz, Mohammad Adeel Qamar, Atique Rehman, Mohammad Sufyaan Sarwar, Marie Stone and Sheila Wicks

Absent Councillors: Councillors Iftikhar Ali, Zafar Ali, Husnan Arshad, Mohammad Aslam, Mohammad Kamran Butt, Kashif Ur Rehman Chaudhry, Tallaha Fiaz, Mohammad Ajmal Khan Ul Nisa and Hassan Mahmood

Non-Councillor (without voting rights): None

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

Members of the Public: None

2023/046
(TC)

ONE MINUTE SILENCE

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

The one-minute silence was observed.

2023/047
(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 Latif and Seconded by Councillor Ahmad and

RESOLVED: That the apologies received from Councillors Iftikhar Ali, Zafar Ali and Mohammad Aslam are approved and accepted.

2023/048
(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.

2023/049
(TC)

ADJOURNMENT FOR PUBLIC PARTICIPATION

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 were present at the meeting.

2023/050 (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 Hanif and Seconded by Councillor Akhtar and RESOLVED: That Sections 1 and 2 of the AGAR 2022/23 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 28th June 2023 – Tuesday 08th August 2022.</p> <p>Members also discussed the action plan to address issues raised in the internal auditors comments.</p> <p>The only issues which arose were in relation to budget monitoring. Comments were made in the report indicating a lack of budget monitoring throughout the year. Members felt that this was unfair as reports are provided at each Finance and General Purposes committee meeting which shows the percentage of what has been spent for each budget line. These are monitored at each meeting and signed off by Members at each meeting.</p> <p>It was suggested that a specific item could be added to future Finance and General Purposes committee agendas named “Budget Monitoring Process” if the details need firming up further, but Members first asked that the Assistant Town Clerk raise the comments made at this meeting with the internal auditors for comment.</p> <p>Action: The Assistant Town Clerk to speak with the internal auditors about the above comments.</p> <p>Members also asked that their thanks to the Assistant Town Clerk be noted for preparing and submitting the required documents to the internal auditor.</p>
2023/051 (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>
2023/052 (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 12th July 2023.</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 7.25pm.</p>