



Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 24th April 2024 at Unity Wellbeing Centre, Vernon Street, Nelson

Commenced: 6.30pm - Concluded: 6.45pm

Councillors Present:, Shabaz Ahmed, Zafar Ali, Mohammad Kamran Latif and Atique Rehman

Absent Councillors: Naeem Akhtar, Anam Nawaz, Mohammed Rehan Hanif and Mohammed Sufyaan Sarwar

Non-Councillor (without voting rights): None

Observing Councillors (not a member of the committee): None

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

Members of the Public: None

2023/113 (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 Latif and Seconded by Councillor Ahmed, and RESOLVED: That the apologies received from Councillors Naeem Akhtar, Mohammed Rehan Hanif and Sufyaan Sarwar are approved and accepted.</p>
2023/114 (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.</p>
2023/115 (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>

<p>2023/116 (FGP)</p>	<p><u>MINUTES</u> To approve the draft minutes of the Finance and General Purposes committee meeting held on 27 March 2024. (Previously circulated)</p> <p>Proposed by Councillor Rehman and Seconded by Councillor Latif and RESOLVED: That the draft minutes of the Finance and General Purposes committee meeting held on the 27 March 2024 be confirmed as a true record and be signed by the Chair.</p>
<p>2023/117 (FGP)</p>	<p><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS / RECEIPTS</u></p> <p>2023/117.1 To receive the monthly schedule of payments for the period of March 2024. 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 March 2024.</p> <p>2023/117.2 To note the schedule of payments over £500.00 for the period of March 2024 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>2023/117.3 To review and approve the Finance and General Purposes committee payments for the period of March 2024.</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 Ahmed and RESOLVED: That the Finance and General Purposes committee payments for the period of March 2024 are approved and signed off by the Chairman.</p>
<p>2023/118 (FGP)</p>	<p><u>BANK RECONCILIATION STATEMENTS</u></p> <p>2023/118.1 To receive the bank reconciliation statements for the period of March 2024</p> <p>Members noted the Bank Reconciliation Statements for the period of March 2024</p> <p>2023/118.2 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 Ahmed be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
<p>2023/119 (FGP)</p>	<p><u>BUDGET MONITORING REVIEW</u></p> <p>To review the budget spends so far in the financial year 2023/ 24 and identify any significant differences thus far.</p> <p>As per the last meeting, Members noted the significant overspend in the “Events General” budget – this was due to the fact the Kings Coronation event took place in May and additional monies had to be spent on the event to ensure a successful town centre event for residents and visitors alike.</p> <p>There was also a large overspend in the “Legal Fees” budget line which was due to an employment issue.</p> <p>Ward Initiative Funding from Marsden was showing as 200% usage but this was because the Council had previously agreed that both Marsden East and West were allocated £1,000 each and the Rialtas software was only set at £1,000 for Marsden as a whole.</p>

	Members noted the overspends and reasoning behind it.
2023/120 (FGP)	<p><u>ASSET REGISTER</u> To review the Nelson Town Council asset register in line with recommendations received by the internal auditor.</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>
2023/121 (FGP)	<p><u>SMALL GRANT APPLICATION – POSITIVE VOICES</u> To consider a small grant application received from Positive Voices to part fund a weekend training programme for members to learn how to carry out community engagement, work with organization to help plan and run events and projects, run Health and wellbeing programmes for the young people and the community members in school. The funding request is for £1,000.00.</p> <p>A small grant application for £1,000.00 had been received Positive Voices to part fund a weekend training programme for members to learn how to carry out community engagement, work with organization to help plan and run events and projects, run Health and wellbeing programmes for the young people and the community members in school.</p> <p>All present were in agreement that the initiative was a worthwhile cause and had been demonstrated in the past with the Positive Voices team linking up with the Council to work together at previously held events across the town.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Rehman, and RESOLVED: That the small grant application for £1,000.00 for Positive Voices be approved as requested.</p>
2023/122 (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
2023/123 (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 29th May 2024 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 6.45pm.</p>