



Minutes of a meeting of Nelson Town Council held on Wednesday 12th June 2024 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire

Commenced: 7.00pm - Concluded: 7.25pm

Councillors Present: Councillors Faraz Ahmad, Shabaz Ahmed, Naeem Akhtar, Zafar Ali, Thabasum Ruby Anwar, Mohammad Aslam, Aqib Bashir, Sughra Bibi, Kashif Ur Rehman Chaudhry, Julie Green, Hassan Mahmood, Mohammad Adeel Qamar, Atique Rehman and Mohammad Sufyaan Sarwar

Absent Councillors: Councillors Iftikhar Ali, Husnan Arshad, Mohammad Kamran Butt, Tallaha Fiaz, Mohammed Rehan Hanif, Mohammad Kamran Latif, Anam Nawaz, Mohammad Ajmal Khan UI Nisa, Marie Stone and Sheila Wicks

Non-Councillor (without voting rights): None

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

Members of the Public: None

2024/023
(TC)

ONE MINUTE SILENCE

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

The one-minute silence was observed.

2024/024
(TC)

CHAIRMAN'S OPENING REMARKS

To receive the Chairman's opening remarks

The Chairman for the meeting welcomed those present and thanked them for their attendance.

He also reminded those present that it was vital those appointed to the committees attended meetings where possible to ensure that these committees can function accordingly and as much councillor input can be provided to discussions which take place at them.

His last comments were around fly tipping. He had noticed quite a lot of items being left out, particularly on back streets and urged other Councillors to report these issues to Pendle Borough Council to have them removed if they spotted any.

2024/025
(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 Aslam and Seconded by Councillor Mahmood and

RESOLVED: That the apologies received from Councillors Iftikhar Ali, Mohammed Rehan Hanif, Mohammad Kamran Latif, Anam Nawaz, Marie Stone and Sheila Wicks are approved and accepted.

2024/026 (TC)	<p><u>DECLARATIONS OF INTERESTS</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>						
2024/027 (TC)	<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>No members of the public present.</p>						
2024/028 (TC)	<p><u>MINUTES</u> To approve the draft minutes of the Town Council meeting held on 08 May 2024 (previously circulated).</p> <p>Proposed by Councillor Ali and Seconded by Councillor Akhtar and RESOLVED: That the draft minutes of the Town Council meeting held on the 08 May 2024 be confirmed as a true record and be signed by the Chair.</p>						
2024/029 (TC)	<p><u>COMMITTEE MINUTES</u> To confirm the receipt of committee minutes previously circulated:</p> <table data-bbox="300 1099 1406 1205"> <tr> <td>• Finance and General Purposes Committee</td> <td>29 May 2024</td> </tr> <tr> <td>• Environmental Improvements Committee</td> <td>05 June 2024</td> </tr> <tr> <td>• Events, Promotional and Marketing Committee</td> <td>05 June 2024</td> </tr> </table> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmed, and RESOLVED: That the draft minutes listed above are approved as a true and accurate record.</p>	• Finance and General Purposes Committee	29 May 2024	• Environmental Improvements Committee	05 June 2024	• Events, Promotional and Marketing Committee	05 June 2024
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• Environmental Improvements Committee	05 June 2024						
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2024/030 (TC)	<p><u>APPOINTMENT OF COMMITTEES</u> To appoint members to committees in accordance with the Scheme of Delegation.</p> <table data-bbox="411 1444 1286 1514"> <tr> <td>• Environmental Improvement Committee</td> <td>1 vacancy</td> </tr> <tr> <td>• Unity Wellbeing Management Committee</td> <td>2 vacancies</td> </tr> </table> <p>Three vacancies were still available on the above committees. Councillor Sheila Wicks had passed on apologies for the meeting but had expressed an interest in joining the Environmental Improvements committee to the Assistant Town Clerk and requested Members to consider appointing her to that committee for the 2024/25 period.</p> <p>Proposed by Councillor Faraz Ahmad and Seconded by Councillor Aslam, and RESOLVED: That Councillor Sheila Wicks be appointed to the Environmental Improvements committee for 2024/25.</p>	• Environmental Improvement Committee	1 vacancy	• Unity Wellbeing Management Committee	2 vacancies		
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2024/031 (TC)	<p><u>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</u> To receive reports from the Borough or County Councillors</p> <p><u>Borough Council</u></p>						

	<p>No major updates from Borough Councillors. Councillor Ahmad noted that a small number of minor planning applications had been approved at the Nelson Area Committee which were all just general householder applications.</p> <p>Councillor Sughra Bibi had also attended the meeting as a Town Council representative and the Chairman encouraged others present at this meeting to attend future Pendle Area Committees if they wished.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Councillors present to provide an update.</p>
2024/032 (TC)	<p><u>POLICE UPDATE</u></p> <p>To receive an update from PC Lorna Bolton around the latest issues happening in and around Nelson and to discuss the most recent crime figures for Nelson.</p> <p>Unfortunately, no Police were in attendance at this meeting to provide a verbal update into the latest crime levels across the town.</p> <p>Borough Councillors present also noted that there has also been a lack of Police attendance at Pendle Borough Council meetings over the past few months.</p> <p>Members noted the update.</p> <p>ACTION: The Assistant Town Clerk to continue to invite the Police to future meetings of this Council.</p>
2024/033 (TC)	<p><u>NELSON TOWN DEAL</u></p> <p>To discuss the Nelson Town Deal and prepare for ways to which Nelson Town Council can assist with the process.</p> <p>Councillor Ali, who sits on the Nelson Town Deal Board, informed Members that progress is now being made with the site at the current Pendle Rise Shopping Centre in terms of the Council taking over the ownership. It is hoped that once this is finalized work can begin on the redevelopment in 2025.</p> <p>He also mentioned the links to the Long Term Plan for the town centre. A group has now been set up which consists of not only Council representatives but residents and community leaders in the town. He encouraged any Councillors who may wish to have some input on this either from themselves or which residents have passed on to take part in the discussions.</p> <p>Councillor Anwar also suggested that a meeting be set up with the Long Term Plan Board so that specific Town Council ideas can be passed on to the group.</p> <p>Members noted the update.</p> <p>ACTION: The Assistant Town Clerk to arrange a meeting between the Town Council and representatives from the Long Term Plan Board.</p>
2024/034 (TC)	<p><u>INTERNAL AUDIT AND AGAR</u></p> <p>To review the findings from the internal auditor and the AGAR forms which need to be completed and signed.</p> <p>The Assistant Town Clerk informed Members that the internal audit for 2023-24 was now completed and that the Annual Governance Statement would need to be approved to be then</p>

	<p>followed by approval of the Accounting Statements on the AGAR form which needs to be submitted to the external auditor. The period for the exercise of public rights (which must be a period of 30 working days and must include 1st July – 12th July) also needed approving by Members.</p> <p>Proposed by Councillor Ahmed and Seconded by Councillor Akhtar and RESOLVED: That the internal auditors report is taken as read and comments highlighted in the report are to be addressed.</p> <p>Proposed by Councillor Ahmed and Seconded by Councillor Akhtar and RESOLVED: That the Annual Governance statement be approved and signed by the Chairman and the Assistant Town Clerk.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmed and RESOLVED: That the Accounting Statements be approved and signed by the Chairman.</p> <p>Proposed by Councillor Aslam and Seconded by Councillor Ahmad and RESOLVED: That the period for the exercise of public rights begins on Thursday 20th June 2024 until 31st July 2024 to cover a period of 30 working days.</p> <p>Members thanked the Assistant Town Clerk for the work done in relation to the auditing process.</p>
2024/035 (TC)	<p><u>VERNON STREET PLAY AREA</u> Following the approval at the March 2024 Full Council to release funding for the upgrade of both play areas on Vernon Street, quotes have now been received for the development for Members to consider.</p> <p>Prices had now been received for the works that are to be undertaken at the Vernon Street play area sites. These had been distributed to Members for review before the meeting. A meeting had taken place in May between Pendle Borough Council staff and Town Councillors to review the equipment being installed to ensure that it was what residents had been asking for in the local area.</p> <p>All present at this meeting were happy to approve the suggestions made in the quotes received by Phil Riley at Pendle Borough Council.</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Ali, and RESOLVED: That the quotes received by Phil Riley at Pendle Borough Council are to be approved for both sites at the Vernon Street play areas. The total cost for equipment and installation at the play areas is £74,305.00.</p>
2024/036 (TC)	<p><u>EDGE END CRICKET REINSTATEMENT SCHEME</u> To consider a request from the Nelson Area Committee in relation to a making contribution of £4,294 towards the cost of Pendle Borough Council's Edge End Cricket Reinstatement Scheme.</p> <p>Members had received reports provided by Pendle Borough Council which were asking to help co-fund a project between the Borough Council, Nelson Town Council and Brierfield Town Council. The funding was to contribute towards the Edge End Cricket Reinstatement Scheme, whereby new pitches would be provided which are well used by residents from both Nelson and Brierfield.</p> <p>Councillors were in agreement that this work was necessary as the current state of the pitches was poor. The grounds are well used by many residents from Nelson and are a vital part of health and well-being in the local community.</p>

	<p>Proposed by Councillor Ali and Seconded by Councillor Anwar, and RESOLVED: That £4,294 be allocated to go towards the Edge End Cricket Reinstatement Scheme.</p>
2024/037 (TC)	<p><u>TRANSFERRED SERVICES</u> 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 May had been received and circulated to Members. No major issues were identified.</p> <p><u>MUGAS and Play Areas</u></p> <p>As agreed earlier in the meeting – work will now begin on the Vernon Street play areas. Phil Riley from Pendle Borough Council will also soon be providing ideas for the previously approved scheme to take place at CATS play area.</p> <p>The Assistant Town Clerk and Chairman had also met with Pendle Borough Council representatives at Lomeshaye play area where a number of improvements need to take place. This does not include the play equipment which seems to be in good condition but works relating to cleaning the MUGA and sorting out the flooring in the play area will need to be addressed.</p> <p><u>Parks Services</u></p> <p>No new updates on Parks Services this month.</p> <p>Members noted the above updates.</p>
2024/038 (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>
2024/039 (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 10th July 2024.</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>