



**Minutes of a meeting of Nelson Town Council held on Wednesday 09<sup>th</sup> October 2024 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire**

**Commenced: 7.00pm - Concluded: 7.40pm**

**Councillors Present:** Councillors Faraz Ahmad, Naeem Akhtar, Iftikhar Ali, Zafar Ali, Thabasum Ruby Anwar, Husnan Arshad, Julie Green, Mohammed Rehan Hanif, Mohammad Sufyaan Sarwar, Mohammad Ajmal Khan Ul Nisa, Marie Stone and Sheila Wicks

**Absent Councillors:** Councillors Shabaz Ahmed, Mohammad Aslam, Aqib Bashir, Sughra Bibi, Mohammad Kamran Butt, Kashif Ur Rehman Chaudhry, Tallaha Fiaz, Hassan Mahmood, Anam Nawaz, Mohammad Adeel Qamar and Atique Rehman

**Non-Councillor (without voting rights):** None

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

**Members of the Public:** Mohammad Jabbar

2024/077  
(TC)

**ONE MINUTE SILENCE**

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

The Chairman asked Members to stand to observe the minutes silence.

The one-minute silence was observed.

2024/078  
(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.

His only remarks were around the attendances for meetings. These have been quite low in recent months and he encouraged Members to attend meetings whenever possible – and if for any reason they cannot attend – to email the office with apologies.

2024/079  
(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 Ali and Seconded by Councillor Hanif and

**RESOLVED:** That the apologies received from Councillors Shabaz Ahmed, Mohammad Aslam, Aqib Bashir, Sughra Bibi, Mohammad Adeel Qamar and Atique Rehman are approved and accepted.

2024/080 (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>
2024/081 (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>One member of the public present to discuss item 13.</p>
2024/082 (TC)	<p><b><u>MINUTES</u></b> To approve the draft minutes of the Town Council meeting held on 11 September 2024 (previously circulated).</p> <p>Proposed by Councillor Ali and Seconded by Councillor Akhtar and <b>RESOLVED:</b> That the draft minutes of the Town Council meeting held on the 11 September 2024 be confirmed as a true record and be signed by the Chair.</p>
2024/083 (TC)	<p><b><u>COMMITTEE MINUTES</u></b> To confirm the receipt of committee minutes previously circulated:</p> <ul style="list-style-type: none"> <li>• Finance and General Purposes Committee <span style="float: right;">25 September 2024</span></li> </ul> <p>Proposed by Councillor Ali and Seconded by Councillor Sarwar, and <b>RESOLVED:</b> That the draft minutes listed above are approved as a true and accurate record.</p>
2024/084 (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>No major updates from Borough Councillors. Councillor Anwar 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 Ahmad also added that the Borough Council are taking additional steps to ensure that the issue with parked cars on Brunswick Street is dealt with swiftly. A number of disused vehicles are parked in the area causing issues for residents trying to pass and the vehicles also look unsightly in what was a nice area for residents to sit out in on the grassed section.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Councillors present to provide an update.</p>
2024/085 (TC)	<p><b><u>POLICE UPDATE</u></b> To receive an update from a member of the local policing team 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>Councillor Ahmad did mention that he had received the September's crime statistics and would send them to the Assistant Town Clerk to circulate to all Members.</p> <p>Councillor Anwar had also recently spoken to one of the local PCSO's and is in the process of arranging some walkabouts in the different wards with Members and Police representatives.</p> <p>Members noted the update.</p> <p><b>ACTION:</b> Councillor Ahmad to send the crime statistics to the Assistant Town Clerk to circulate to all Members.</p>
2024/086 (TC)	<p><b><u>NELSON TOWN DEAL</u></b> To discuss the Nelson Town Deal and prepare for ways to which Nelson Town Council can assist with the process.</p> <p>No new updates were received since the last meeting but there is likely to be some movement around the Pendle Rise Shopping Centre in the coming weeks. An update shall be given on this at the November Full Council meeting.</p> <p>Members noted the update.</p>
2024/087 (TC)	<p><b><u>EXTERNAL AUDIT</u></b> To receive an update from the Assistant Town Clerk in relation to the External Audit being conducted by PKF Littlejohn.</p> <p>The Assistant Town Clerk updated Members that the External Audit report had been received at the office. No issues had been identified for requiring action from this year's report.</p> <p>Relevant notices have been published on the website and notice board.</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Stone, and <b>RESOLVED:</b> That the report is noted and that the Finance and General Purposes committee and office staff are thanked for their efforts in preparing all the necessary documentation.</p>
2024/088 (TC)	<p><b><u>VERNON STREET AND CATS PARK PLAY AREAS</u></b> To receive an update around the previously approved works to be carried out at the Vernon Street and CATS Park Play Areas.</p> <p>The Assistant Town Clerk notified Members that works had now started on the Vernon Street site. The old equipment has now been removed and resurfacing is due to take place next. It is expected that the job should be completed by the end of October. Once this site has been finished, the CATS Park Play Area should be ready to start as we are still awaiting the final bits of equipment to arrive for that site.</p> <p>Members noted the update.</p>
2024/089 (TC)	<p><b><u>FUNDING REQUEST – ELCAP – WINTER WONDERLAND EVENT</u></b> To consider a funding request received from East Lancashire Community Action Plan to part fund a Winter Wonderland event to take place on 14<sup>th</sup> December 2024 in Victoria Park, Nelson. The funding request is for £4,000.00.</p> <p>Mohammad Jabbar from ELCAP was at the meeting to present an idea to Members in relation to a community event which ELCAP were planning for a Winter Wonderland in Victoria Park. Mohammad talked through the idea and costings and answered questions from Members in relation to the event.</p>

	<p>Members present were in agreement that the event promised to be a good one and would be a bit different to usual events which are held in the town centre and would provide another fun day out for families from across the town to enjoy in the buildup to Christmas.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Stone, and  <b>RESOLVED:</b> That the request for £4,000.00 is approved to contribute towards the Winter Wonderland event at Victoria Park.</p>
<p>2024/090 (TC)</p>	<p><b><u>TOWN CENTRE PREMISES IMPROVEMENT GRANTS</u></b>  To consider a match funding project with Pendle Borough Council to enable grants to be made available for town centre businesses in Nelson to improve their shop fronts. The request is for £15,000.00.</p> <p>A report had been provided by Mike Williams from Pendle Borough Council asking if the Town Council would like to be part of the Nelson Town Centre Premises Improvement Scheme, which would allow businesses in the town centre to apply for some match funding to improve their shop frontage on their premises. The idea is to make Nelson Town Centre a more attractive place for visitors and to encourage more people to come to the town centre to shop locally.</p> <p>Members agreed that this was an important initiative for the town centre and a good opportunity to support local businesses to help support them to stay in Nelson rather than move away to set up in another location.</p> <p>Proposed by Councillor Hanif and Seconded by Councillor Sarwar, and  <b>RESOLVED:</b> That Nelson Town Council contribute £15,000.00 towards the premises improvement scheme for the town centre.</p>
<p>2024/091 (TC)</p>	<p><b><u>EDGE END CRICKET SITE – ANNUAL MAINTENANCE COSTS</u></b>  To consider an annual contribution of £1,500 to go towards the maintenance of the site at Edge End for the cricket facilities.</p> <p>Earlier this year, the Council had agreed to support the repairs that needed to be made at the Edge End Cricket Site. Phil Riley had been back in touch reporting that should these repairs be made, there will be a continued maintenance fee over the next year to ensure that the pitch remains in a useable condition for residents. This annual fee is for £4,000.00.</p> <p>The request from Nelson Town Council was to contribute £1,500.00 (to match Pendle Borough Council's £1,500.00 and the additional £1,000.00 will come from Brierfield Town Council).</p> <p>Proposed by Councillor Stone and Seconded by Councillor Green, and  <b>REJECTED:</b> That Nelson Town Council contribute £1,250.00 the maintenance of the site at Edge End for the cricket facilities and ask that Brierfield Town Council increase their contribution to £1,250.00.</p> <p>Proposed by Councillor Hanif and Seconded by Councillor Arshad, and  <b>RESOLVED:</b> That Nelson Town Council contribute £1,500 to go towards the maintenance of the site at Edge End for the cricket facilities.</p>
<p>2024/092 (TC)</p>	<p><b><u>APPOINTMENT OF CHEQUE SIGNATORY</u></b>  To appoint a new cheque signatory to sign off cheques made payable by Nelson Town Council.</p> <p>Following the recent resignation of Councillor Latif, a new cheque signatory needs to be</p>

	<p>appointed to sign off payments which have been approved at meetings of the Council.</p> <p>The Assistant Town Clerk requested that it be a Member who had opportunities to come along to the Town Hall during office hours to be able to ensure that cheques go out in a timely fashion rather than have to wait until monthly meetings to get them signed off.</p> <p>Proposed by Councillor Sarwar and Seconded by Councillor Hanif, and  <b>RESOLVED:</b> That Councillor Naeem Akhtar is appointed as a cheque signatory for the Council.</p>
<p>2024/093 (TC)</p>	<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 September had been received and circulated to Members. No major issues were identified.</p> <p><u>MUGAS and Play Areas</u></p> <p>The Assistant Town Clerk had already mentioned that works to Vernon Street Play Area had commenced and works at CATS Play Area were due to start as soon as the remainder of the new play equipment has arrived from the suppliers.</p> <p><u>Parks Services</u></p> <p>No new updates on Parks Services this month.</p> <p>Members noted the above updates.</p>
<p>2024/094 (TC)</p>	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b>  To notify the Assistant Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>None.</p>
<p>2024/095 (TC)</p>	<p><b><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></b>  The date of the next meeting of the Council is due to be held on Wednesday 13<sup>th</sup> November 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 7.40pm.</p>