



Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 30th October 2024 at Unity Wellbeing Centre, Vernon Street, Nelson

Commenced: 6.30pm - Concluded: 6.45pm

Councillors Present: Shabaz Ahmed, Zafar Ali, Thabasum Ruby Anwar and Sughra Bibi

Absent Councillors: Naeem Akhtar, Anam Nawaz, Mohammad Adeel Qamar and Atique Rehman

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

2024/045 (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 Anwar, and RESOLVED: That the apologies received from Councillor Anam Nawaz are approved and accepted.</p>
2024/046 (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>
2024/047 (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>2024/048 (FGP)</p>	<p><u>MINUTES</u> To approve the draft minutes of the Finance and General Purposes committee meeting held on 25 September 2024. (Previously circulated)</p> <p>Proposed by Councillor Ahmed and Seconded by Councillor Anwar and RESOLVED: That the draft minutes of the Finance and General Purposes committee meeting held on the 25 September 2024 be confirmed as a true record and be signed by the Chair.</p>
<p>2024/049 (FGP)</p>	<p><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS / RECEIPTS</u></p> <p>2024/049.1 To receive the monthly schedule of payments for the period of September 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 September 2024.</p> <p>2024/049.2 To note the schedule of payments over £500.00 for the period of September 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>2023/049.3 To review and approve the Finance and General Purposes committee payments for the period of September 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 Ahmed and Seconded by Councillor Anwar and RESOLVED: That the Finance and General Purposes committee payments for the period of September 2024 are approved and signed off by the Chairman.</p>
<p>2024/050 (FGP)</p>	<p><u>BANK RECONCILIATION STATEMENTS</u></p> <p>2023/050.1 To receive the bank reconciliation statements for the period of September 2024</p> <p>Members noted the Bank Reconciliation Statements for the period of September 2024</p> <p>2023/038.2 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 Anwar and Seconded by Councillor Ali, and RESOLVED: That Councillor Ahmed be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
<p>2024/051 (FGP)</p>	<p><u>BUDGET MONITORING REVIEW</u></p> <p>To review the budget spends so far in the financial year 2024/ 25 and identify any significant differences thus far.</p> <p>Members reviewed the spends so far this financial year. No significant differences were identified this month.</p> <p>Members noted the update.</p>
<p>2024/052 (FGP)</p>	<p><u>ASSET REGISTER</u></p> <p>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</p>

	<p>since the previous meeting of this committee.</p> <p>Members noted the update.</p>
2024/053 (FGP)	<p><u>SMALL GRANT APPLICATION – PENDLE TIGERS CRICKET CLUB</u> To consider a small grant application received from Pendle Tigers Cricket Club to assist with Membership costs for the Club The funding request is for £1,000.00.</p> <p>A small grant application for £1,000.00 had been received from Pendle Tigers Cricket Club to assist with Membership costs for the Club.</p> <p>All present were in agreement that the initiative was a worthwhile cause which would help support local residents with health and wellbeing initiatives and also give local youngsters a chance to join the team to help keep them busy when the new season starts in the coming spring of 2025.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmed, and RESOLVED: That the small grant application for £1,000.00 for Pendle Tigers Cricket Club to assist with Membership costs for the Club be approved as requested.</p>
2024/054 (FGP)	<p><u>NELSON CHRISTMAS LIGHTS SWITCH ON EVENT 2024</u> To discuss the Nelson Christmas Lights Switch On Event costs for 2024.</p> <p>As per the decision of the Events, Promotional and Marketing committee, Scott Dawson’s were approached to send over proposals for the Christmas Lights Switch On Event following the success of the recent Food Festival in the town.</p> <p>This has now been received and Members considered the report and value of the proposals provided. Option 2 from the list was selected.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Anwar, and RESOLVED: That Scott Dawson’s are asked to support the Council with the organisation of this years Christmas Lights Switch On event as per the detail in the report provided. Option 2 in the report was selected to the cost of £19,995.</p>
2024/055 (FGP)	<p><u>BRACEWELL STREET ALLEY LIGHTING</u> To consider authorizing funding to replace the lighting at Bracewell Street alley. The lighting hasn’t worked for some time and residents have brought this to the Council’s attention. The cost for the replacement lighting is £595.00.</p> <p>Members discussed funding the replacement lighting on Bracewell Street alley – the previous lights were over 20 years old and haven’t worked for some time. Residents were concerned that the alleyway was dangerous to pass through in the winter months with no lighting.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmed, and RESOLVED: That the quote for £595.00 to replace the broken lighting is approved to ensure that the area is safely lit for residents who use the alleyway.</p>
2024/056 (FGP)	<p><u>OVERGROWN SHRUBS AND BUSHES – SCOTLAND ROAD</u> To consider authorizing funding to remove the overgrown shrubs and bushes on land at Scotland Road. The area is an eyesore and these can be removed at a cost of £710.16.</p> <p>A number of complaints had been received about overgrown shrubs and bushes on Scotland Road. These bushes are cut back each year to a quite large expense and re-grow very quickly. Being near takeaways and the town centre, the bushes also hold a lot of rubbish which is dropped and this ultimately leads to problems with vermin.</p> <p>It was suggested that the bushes actually be removed to save future costs on cutting back the</p>

	<p>bushes and employing someone to tidy the land.</p> <p>The land is also unattractive to look at and this has previously been noted by the Britain in Bloom judges when they have visited.</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Ali, and RESOLVED: That the £710.16 quote is approved to get the above job completed so that the site is ready for summer 2025.</p>
<p>2024/057 (FGP)</p>	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> • None
<p>2024/058 (FGP)</p>	<p><u>DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 27th November 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>