



**Minutes of a meeting of the Finance and General Purposes Committee held on Wednesday 27<sup>th</sup> November 2024 at Unity Wellbeing Centre, Vernon Street, Nelson**

**Commenced: 6.30pm - Concluded: 7.00pm**

**Councillors Present:** Naeem Akhtar, Zafar Ali, Sughra Bibi and Mohammad Adeel Qamar

**Absent Councillors:** Shabaz Ahmed, Thabasum Ruby Anwar, Anam Nawaz, 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:** Eleven (Positive Voices Members and staff)

2024/059 (FGP)	<p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>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 Qamar, and  <b>RESOLVED:</b> That the apologies received from Councillors Shabaz Ahmed, Thabasum Ruby Anwar and Atique Rehman are approved and accepted.</p>
2024/060 (FGP)	<p><b><u>DECLARATIONS OF INTEREST</u></b></p> <p>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>
2024/061 (FGP)	<p><b><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u></b></p> <p>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>Eleven Members of the public present to discuss item 9 on the agenda.</p>

<p>2024/062 (FGP)</p>	<p><b><u>MINUTES</u></b> To approve the draft minutes of the Finance and General Purposes committee meeting held on 30 October 2024. (Previously circulated)</p> <p>Proposed by Councillor Akhtar and Seconded by Councillor Bibi and <b>RESOLVED:</b> That the draft minutes of the Finance and General Purposes committee meeting held on the 30 October 2024 be confirmed as a true record and be signed by the Chair.</p>
<p>2024/063 (FGP)</p>	<p><b><u>ACCOUNTS AND SCHEDULE OF AUTHORISED EXPENDITURE PAYMENTS / RECEIPTS</u></b></p> <p><b>2024/063.1 To receive the monthly schedule of payments for the period of October 2024. The committee is required to review the schedule of payments for compliance in accordance with the Financial Regulations.</b></p> <p>The monthly schedule of payments were received and reviewed for the period of October 2024.</p> <p><b>2024/063.2 To note the schedule of payments over £500.00 for the period of October 2024 for publication on the website in accordance with the Data Transparency Code.</b></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><b>2023/063.3 To review and approve the Finance and General Purposes committee payments for the period of October 2024.</b></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 Qamar and Seconded by Councillor Bibi and <b>RESOLVED:</b> That the Finance and General Purposes committee payments for the period of October 2024 are approved and signed off by the Chairman.</p>
<p>2024/064 (FGP)</p>	<p><b><u>BANK RECONCILIATION STATEMENTS</u></b></p> <p><b>2023/064.1 To receive the bank reconciliation statements for the period of October 2024</b></p> <p>Members noted the Bank Reconciliation Statements for the period of October 2024</p> <p><b>2023/064.2 To appoint a member, other than a cheque signatory to verify the bank reconciliation statements for all accounts (produced by the Assistant Town Clerk).</b></p> <p>Proposed by Councillor Ali and Seconded by Councillor Akhtar, and <b>RESOLVED:</b> That Councillor Ahmed be appointed to verify the bank reconciliation statements for all accounts produced by the Assistant Town Clerk.</p>
<p>2024/065 (FGP)</p>	<p><b><u>BUDGET MONITORING REVIEW</u></b> 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>2024/066 (FGP)</p>	<p><b><u>ASSET REGISTER</u></b> 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>

	Members noted the update.
2024/067 (FGP)	<p><b><u>SMALL GRANT APPLICATION – POSITIVE VOICES</u></b></p> <p>To consider a small grant application received from Positive Voices to contribute towards a fundraising initiative being held in the town centre to raise money for local charities. A bake sale will be taking place at the old Altham’s building. The funding request is for £1,000.00.</p> <p>A small grant application for £1,000.00 had been received from Positive Voices to contribute towards a fundraising initiative being held in the town centre to raise money for local charities.</p> <p>Members of the Positive Voices team were present at the meeting and gave a presentation on exactly what the funding would be spent on and explained to Members how they felt it would benefit many residents of Nelson.</p> <p>All present were in agreement that the initiative was a worthwhile cause which would help support local residents, as well as helping the Positive Voices team gain valuable experience in volunteer work for the community.</p> <p>Members also asked that the Positive Voices team assist with the 2025 North West In Bloom entry to help strengthen the Council’s application in getting more community groups involved. The team were more than happy to agree to this and the Assistant Town Clerk will send more details across in the new year.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Bibi, and  <b>RESOLVED:</b> That the small grant application for £1,000.00 for Positive Voices to contribute towards a fundraising initiative being held in the town centre to raise money for local charities be approved as requested.</p>
2024/068 (FGP)	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b></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"> <li>• None</li> </ul>
2024/069 (FGP)	<p><b><u>DATE OF THE NEXT COMMITTEE MEETING</u></b></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 29th January 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 7.00pm.</p>