



Minutes of a meeting of Nelson Town Council held on Wednesday 14th May 2025 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire

Commenced: 7.00pm - Concluded: 7.35pm

Councillors Present: Councillors Faraz Ahmad, Shabaz Ahmed, Naeem Akhtar, Zafar Ali, Husnan Arshad, Thabasum Ruby Anwar, Riaz Bashir, Mohammed Rehan Hanif, Mohammad Adeel Qamar, Atique Rehman, Mohammad Sufyaan Sarwar, Ikram Ul-Haq and Sheila Wicks

Absent Councillors: Councillors Iftikhar Ali, Mohammad Aslam, Aqib Bashir, Mohammad Kamran Butt, Sughra Bibi, Kashif Ur Rehman Chaudhry, Julie Green, Hassan Mahmood, Anam Nawaz, Marie Stone and Mohammad Ajmal Khan Ul Nisa

Non-Councillor (without voting rights): None

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

Members of the Public: None

2025/022
(TC)

ONE MINUTE SILENCE

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

The one-minute silence was observed.

2025/023
(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 hoped that all present who recently celebrated Eid had a good time with their families.

2025/024
(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 Ahmad and Seconded by Councillor Anwar and

RESOLVED: That the apologies received from Councillors Sughra Bibi, Julie Green, Hassan Mahmood, Anam Nawaz and Marie Stone are approved and accepted.

2025/025 (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>
2025/026 (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>None.</p>
2025/027 (TC)	<p><u>MINUTES</u> To approve the draft minutes of the Town Council meeting held on 14 May 2025 (previously circulated).</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Wicks and RESOLVED: That the draft minutes of the Town Council meeting held on the 14 May 2025 be confirmed as a true record and be signed by the Chair.</p>
2025/028 (TC)	<p><u>COMMITTEE MINUTES</u> To confirm the receipt of committee minutes previously circulated:</p> <ul style="list-style-type: none"> • Finance and General Purposes Committee 28 May 2025 • Environmental Improvements Committee 04 June 2025 • Events, Promotional and Marketing Committee 04 June 2025 <p>Proposed by Councillor Anwar and Seconded by Councillor Akhtar, and RESOLVED: That the draft minutes listed above are approved as a true and accurate record.</p>
2025/029 (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 number of smaller planning applications were considered by Members.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Councillors present to provide an update.</p>
2025/030 (TC)	<p><u>POLICE UPDATE</u> To receive an update from PC Donna Waterworth 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>Members noted the update.</p>
2025/031	<u>NELSON TOWN DEAL</u>

(TC)	<p>To discuss the Nelson Town Deal and prepare for ways to which Nelson Town Council can assist with the process.</p> <p>Councillor Ahmad who was recently appointed to represent the Town Council on the Town Deal matters had not attended any meetings so far.</p> <p>He has requested the meeting schedules from Pendle Borough Council and hopes to provide an update at the July meeting of the Full Council.</p>
2025/032 (TC)	<p><u>INTERNAL AUDIT AND AGAR</u> 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 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 Anwar and Seconded by Councillor Akhmad 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 Anwar and Seconded by Councillor Sarwar and RESOLVED: That the Annual Governance statement be approved and signed by the Chairman and the Assistant Town Clerk.</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Hanif and RESOLVED: That the Accounting Statements be approved and signed by the Chairman.</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Hanif and RESOLVED: That the period for the exercise of public rights begins on Tuesday 17th June 2025 until Tuesday 29th July 2025 to cover a period of 30 working days.</p>
2025/033 (TC)	<p><u>BACK STREET PROJECT</u> To receive an update in relation to the Back Streets Project.</p> <p>Councillor Ahmad gave a brief update in relation to the back streets project.</p> <p>Start dates have been given for the following:</p> <ul style="list-style-type: none"> • Hibson Road – 07th July 2025 • Vernon/ Carleton Street – 14th July 2025 • Holly Street – 21st July 2025 • Carr Road – 28th July 2025 • Hilddrop Road – 04th August 2025 • Derby/ Crawford Street – 11th August 2025 <p>A meeting is being set up with Scott Whalley and the team to finalise the next lot of back streets to go to tender. All are welcome to attend.</p> <p>Members noted the update.</p>
2025/034 (TC)	<p><u>GRANT FUNDING REQUEST – PEACE WALK AND PENDLE FESTIVAL OF CULTURE 2025</u></p>

	<p>To consider a grant request received from Building Bridges to support the Peace Walk and Pendle Festival of Culture due to take place on Saturday 28th June 2025. The request is for £2,500.</p> <p>A funding request had been received from Building Bridges for £2,500.00 to go towards the annual Pendle Peace Walk for 2025. The Town Council have supported the event for the past four years.</p> <p>The request is actually less than the previous year (£4,000.00) and the festival is due to be bigger than ever. Some new additions have been included in this years programme such as a rock climbing wall and crazy golf.</p> <p>Those present were happy to support the event again, having attended previous ones and seen the success of the walks.</p> <p>Proposed by Councillor Anwar and Seconded by Councillor Arshad, and RESOLVED: That £2,500.00 is allocated to the project to go towards the Pendle Peace Walk for 2025.</p>
2025/035 (TC)	<p><u>EVENTS FOR 2025</u></p> <p>To receive an update in relation to the events schedule for 2025 from the Events, Promotional and Marketing Committee.</p> <p>As per the decision of the Events, Promotional and Marketing committee, Scott Dawson's were approached to send over proposals for the Nelson Food Festival 2025.</p> <p>A detailed list of costings for all entertainment and safety aspects as well as advertisement and publication was provided and came to a cost of £20,000.</p> <p>Members were in agreement that the Food Festival is a huge attraction for the town and brings in thousands of visitors and is worthwhile holding again.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Arshad, and RESOLVED: That Scott Dawson's are asked to support the Council with the organisation of this year's Food Festival for the cost of £20,000.</p> <p>Also 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 2025.</p> <p>A detailed list of costings for all entertainment and safety aspects as well as advertisement and publication was provided and came to a cost of £20,000.</p> <p>Members were in agreement that the Christmas Lights Switch On Event is a huge attraction for the town also bringing in thousands of visitors and has been for the past few years a very successful event.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Qamar, and RESOLVED: That Scott Dawson's are asked to support the Council with the organisation of this year's Christmas Lights Switch On Event for the cost of £20,000.</p>
2025/036 (TC)	<p><u>TRANSFERRED SERVICES</u></p> <p>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>The Assistant Town Clerk informed Members that they might start to wish to think about what play area they would like to renovate in 2025 to go along with the previously agreed site at Poplar Street. This can be discussed further at the July meeting of the Full Council.</p> <p>Members also noted that some damage has occurred at the MUGA surfacing on Lomeshaye Road and asked that this be checked out by the monitoring team at Pendle Borough Council.</p> <p><u>Parks Services</u></p> <p>No new updates around the parks this month.</p> <p>Members noted the above updates.</p>
2025/037 (TC)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>To notify the Assistant Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> • Bus shelters • Vacancy on the Town Council
2025/038 (TC)	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></p> <p>The date of the next meeting of the Council is due to be held on Wednesday 09th July 2025.</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 7.35pm.</p>