



Minutes of a meeting of Nelson Town Council held on Wednesday 09th July 2025 at the Unity Wellbeing Centre, Vernon Street, Nelson, Lancashire

Commenced: 7.00pm - Concluded: 7.45pm

Councillors Present: Councillors Faraz Ahmad, Naeem Akhtar, Zafar Ali, Thabasum Ruby Anwar, Aqib Bashir, Kashif Ur Rehman Chaudhry, Mohammed Rehan Hanif, Ikram Ul-Haq and Sheila Wicks

Absent Councillors: Councillors Shabaz Ahmed, Iftikhar Ali, Husnan Arshad, Mohammad Aslam, Riaz Bashir, Mohammad Kamran Butt, Sughra Bibi, Julie Green, Hassan Mahmood, Anam Nawaz, Mohammad Adeel Qamar, Atique Rehman, Mohammad Sufyaan Sarwar, 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: One member of the public present

2025/039
(TC)

ONE MINUTE SILENCE

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

The one-minute silence was observed.

2025/040
(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 gave some brief updates on non-agenda items as follows:

- Environmental Warden – the draft job description has now been finalised and is due to go out at the end of July
- The "Good in the Hood" project being run by Nelson Community Majid is due to commence and the first clean up date will be on Sunday 20th July 2025 in the Walverden ward. Members also asked the Chairman to reach out to the team and if there was anything they need to come and speak to any of their local councillors if they wanted further support with the project
- Town centre clean up – Members and staff attended the town centre clean up to prepare for the judges visit for the Britain in Bloom competition. The Chair thanked those who attended.

2025/041
(TC)

APOLOGIES FOR ABSENCE

To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.

	<p>Proposed by Councillor Anwar and Seconded by Councillor Aqib Bashir and RESOLVED: That the apologies received from Councillors Shabaz Ahmed, Julie Green, Anam Nawaz, Adeel Qamar, Atique Rehman and Marie Stone are approved and accepted.</p>
2025/042 (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>Councillor Ahmad noted that he had a relative coming in to speak about item 17, however there was no decision to be made on the item – just an update.</p>
2025/043 (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>
2025/044 (TC)	<p><u>MINUTES</u> To approve the draft minutes of the Town Council meeting held on 11 June 2025 (previously circulated).</p> <p>Proposed by Councillor Ali and Seconded by Councillor Hanif and RESOLVED: That the draft minutes of the Town Council meeting held on the 11 June 2025 be confirmed as a true record and be signed by the Chair.</p>
2025/045 (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 25 June 2025 <p>Proposed by Councillor Ul-Haq and Seconded by Councillor Ali, and RESOLVED: That the draft minutes listed above are approved as a true and accurate record.</p>
2025/046 (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 Ali did highlight that a number of planning applications were considered – including some change of use applications and also in regards to the proposed cemetery plot in Nelson. The cemetery application was deferred to allow a public consultation meeting with residents on 21st July. The committee will then decide an outcome likely to be at the September area committee meeting.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Councillors present to provide an update.</p>
2025/047 (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>Councillor Ahmad did say that the Police had attended a recent Pendle Borough Council meeting and they are currently working on the “Beat the Bangers” project – which is looking at the removal of abandoned cars in both Nelson and Brierfield. A large number have already been removed from the streets thanks to the project.</p> <p>Members noted the update.</p>
2025/048 (TC)	<p><u>NELSON TOWN DEAL</u> 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 noted the ongoing works in the town centre around the Sagar Street area. Whilst this causes some disruption at present, the benefits should be there for all to see in the coming months when the works are completed.</p> <p>Members noted the update.</p>
2025/049 (TC)	<p><u>APPOINTMENT OF INTERNAL AUDITOR</u> To consider the appointment for the Council’s internal auditor for 2025/ 26.</p> <p>Members were asked to review quotes and appoint an internal auditor for the 2025/ 26 accounts.</p> <p>The current auditors (Veritau) had submitted a quotation to cover the next two years with only an additional £70 increase to cover increases in fuel costs to make two visits to the town hall. This would cover both 2025/ 26 and 2026/ 27.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmed, and RESOLVED: That Veritau be appointed as the Town Council’s internal auditors for the 2025/ 26 accounts.</p>
2025/050 (TC)	<p><u>BACK STREET PROJECT</u> To receive an update in relation to the Back Streets Project.</p> <p>The Assistant Town Clerk gave a brief update in relation to the back streets project. Unfortunately, there had been slight delays in the approved works at the below streets due to TTRO’s not being completed. New dates have now been set as follows:</p> <p>Start dates have been given for the following:</p> <ul style="list-style-type: none"> • Hibson Road – 04th August 2025 • Vernon/ Carleton Street – 14th August 2025 • Holly Street – 26th August 2025 • Carr Road – 08th September 2025 • Hilldrop Road – 15th September 2025 • Derby/ Crawford Street – 23rd September 2025 <p>Members were also asked to consider whether to go to tender on the next two phases of the project – these streets had been on the list for over two years:</p>

	<p><u>Phase 2</u></p> <p>Bk Hibson Road Bk 78-112 Beaufort Street Bk 4-30 Beaufort Street Bk 3-29 Beaufort Street Jenny lane 249-289 Brunswick Street Bk 4-24 Waidshouse Road 41-65 Moore Street 42-66 Sackville Street 1-27 Bispham Street</p> <p><u>Phase 3</u></p> <p>1 - 71Vaughan Street + Cloverhill Road 4-14 Cumberland Street 59-79 Robert Street 80 - 114 Bk Chapelhouse Road + Carleton Street 34-54 Vernon Street + Carleton Street 42 - 62 Stanley Street + Albert Road 33-61 Regent Street</p> <p>Proposed by Councillor Ali and Seconded by Councillor Anwar, and RESOLVED: That both Phases 2 & 3 of the back street project are approved to be sent out to tender by Pendle Borough Council.</p>
2025/051 (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 £1,500. This was deferred by the Finance and General Purposes Committee.</p> <p>A funding request had been received from Building Bridges for £1,500.00 to go towards the annual Pendle Peace Walk for 2025. The Town Council have supported the event for the past four years.</p> <p>At the June 2025 Full Council meeting, Members had agreed to contribute £2,500.00 towards the event following on from an invoice received from Building Bridges. The Assistant Town Clerk had been contacted by Building Bridges where they explained that the invoice was an administration error and was supposed to read £4,000.00. For the year 2025/ 26 the Town Council had budgeted £4,000.00 for the event in line with the previous year's contribution.</p> <p>The Finance and General Purposes committee had requested a full breakdown of costings which had been provided and circulated to Members to review before making a decision.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Hanif, and RESOLVED: That £1,500.00 is allocated to the project to go towards the Pendle Peace Walk for 2025.</p>
2025/052 (TC)	<p><u>MARSDEN PARK DUCK POND</u></p> <p>To consider a part funding request from Pendle Borough Council in relation to the maintenance of the Marsden Park Duck Pond. The funding request is for £5,000.00.</p> <p>Phil Riley had been in touch with the office asking Members to consider part funding of maintenance of the duck pond in Marsden Park. The pond is currently experiencing some</p>

	<p>drainage issues which all require work to remove the silt. This will mean the pond will need draining and refilling whilst the work is carried out. The cost of the project is £18,000 in total which Phil will also be asking Pendle Borough Council to help towards as well as using some of the Town Deal funding.</p> <p>Members discussed this and had received numerous complaints from residents about the condition of the pond and were in agreement that the works were necessary.</p> <p>They also asked that monthly reports on the condition of the parks are provided to give indications of where they are at, and hopefully this would also help to identify problems sooner and therefore works could be done earlier before they become too costly the longer they are left.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Hanif, and RESOLVED: That £5,000 is allocated to go towards the maintenance of the duck pond at Marsden Park.</p>
2025/053 (TC)	<p><u>FLEET STREET MUGA LIGHTING</u> To discuss the possibility of installing lighting at the Fleet Street MUGA.</p> <p>At a previous meeting of the Full Council, Members were asked to consider which play areas and MUGA's they would like to see refurbished in 2025. Councillor Kashif Ur Rehman Chaudhry had said that residents around the Fleet Street MUGA had been asking Members to consider the possibility of installing some lighting at the site to allow users to use the facility in the evenings as nights draw darker.</p> <p>Proposed by Councillor Kashif Ur Rehman Chaudhry and Seconded by Councillor Ali, and RESOLVED: That Phil Riley is asked to source costings for the installation of lighting to the Fleet Street MUGA and that it is brought back to a future meeting for consideration.</p>
2025/054 (TC)	<p><u>PROPOSED TAKEOVER OF BUS SHELTERS IN NELSON</u> To consider taking over the ownership and maintenance of the bus shelters in Nelson following an approach from Pendle Borough Council.</p> <p>Pendle Borough Council had approached the office to ask Members to consider taking over the maintenance of the bus shelters across the town. This had previously been considered and rejected by the Town Council.</p> <p>Members discussed this and reviewed the conditions report provided by Pendle Borough Council and whilst prepared to help out with the maintenance costs, did not at this stage want to fully take over the ownership of the bus shelters.</p> <p>A number of the shelters on the list had missing panels and seating which Members felt should be prioritised in terms of repairing.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad, and RESOLVED: That the Assistant Town Clerk liaises with Pendle Borough Council to get the shelters which require most attention repaired to ensure the safety of service users. Quotes are to be obtained and the necessary works are then to be carried out as soon as possible.</p>
2025/055 (TC)	<p><u>UPDATE ON 'THOSE FROM DISTANT LANDS' PROJECT</u> To receive an update and presentation from the Respect and Dignity Arts Team in relation to the 'Those From Distant Lands' project which the Council had previously contributed funding towards.</p> <p>Waqar Ahmad from the Respect and Dignity Arts Team gave a very brief update in relation to</p>

	<p>the “those From Distant Lands” project.</p> <p>He informed Members that the project was now drawing to a close and that books and videos had been created and these will be showcased at an exhibition in September. He asked that as many Members of the Council as possible attend the event. He finished by once again thanking the Council for the funding contribution to the project.</p> <p>Members noted the update.</p>
2025/056 (TC)	<p><u>NOTICE OF VACANCY – CLOVER HILL WARD</u></p> <p>To receive confirmation of a notice of vacancy after Councillor Muhammad Ajmal Khan UI Nisa has not attended a meeting of this Council nor had apologies accepted for six months and to authorise the next steps in the vacancy procedure.</p> <p>The Assistant Town Clerk notified Members that Councillor Muhammad Ajmal Khan UI Nisa has not attended a meeting of this Council nor had apologies accepted for six months and therefore according to policies would need to be removed as a Councillor and a vacancy advertised.</p> <p>Proposed by Councillor Ahmad and Seconded by Councillor Anwar, and RESOLVED: That Members note the notice of vacancy update and request that the Assistant Town Clerk notify the Pendle Borough Council elections team to start the advertising process for the vacancy in the usual manner.</p>
2025/057 (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 June 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 and the Fleet Street MUGA discussed earlier in the meeting. This can be discussed further at the September meeting of the Full Council.</p> <p>At the previous meeting, Members had 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. Councillor Ahmad has spoken to Phil Riley about this one and Phil is sending the team out to investigate further in the coming weeks.</p> <p><u>Parks Services</u></p> <p>No new updates around the parks this month other than the previously discussed duck pond..</p> <p>Members noted the above updates.</p>
2025/058 (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> <p>None.</p>
2025/059	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></p>

(TC)	<p>The date of the next meeting of the Council is due to be held on Wednesday 10th September 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 7.45pm.</p>
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