



NELSON TOWN COUNCIL

MINUTES OF A MEETING OF NELSON TOWN COUNCIL held in the Council Chamber, Nelson Town Hall, Market Street on Wednesday 11th July 2018 at 7.15pm

Councillors Present: Zafar Ali (Chair), Nazeem Hayat (Vice-Chair), George Adam, Sajid Ali, Zeeshan Amjad, Eileen Ansar, Mohammad Aslam, Adrian Barrett, Malik Anwaar Hussain, Mashuq Hussain, Mohammed Khalid, Mohammed Kamran Latif, Hassan Mahmood, Michelle Pearson-Asher, Nigel Pearson-Asher, Sheila Wicks

Absent Councillors: Cllr Faraz Ahmad, Majid Ali Anwar, Najaf Anwar, Neil McGowan, Mohammed Malik, John Richardson, Saanval Safir

Non-Councillor (without voting rights): County Councillor Azhar Ali

Officers: Safia Kauser - Town Clerk/RFO [minute taker]

Members of the Public: Three

2018/015 **ONE MINUTE SILENCE**
(TC) The Chairman invites members to observe a one minute of silence

Due to the Personnel committee meeting running late, the full council meeting commenced at 7.15pm. A one minutes silence was observed.

2018/016 **CHAIRMAN'S OPENING REMARKS**
(TC) To receive the Chairman's opening remarks

The chair commented that the England football team had kicked off at 6.30pm in their world cup semi-final fixture and that the Council meeting may be adjourned to allow fans to watch the remainder of the game that could potentially make history. It was suggested that a big screen is ordered to display the final of the game and that this would be good for community cohesion.

Proposed by Cllr Michell Pearson-Asherson and Seconded by Non-Cllr A Ali, and **RESOLVED:** That the Council delegates a budget of up to £8,000 to the Clerk to support the costs of a large television screen to show the world cup final should the England team progress through to the final of the world cup.

Proposed by Councillor S Ali and Seconded by County Cllr A Ali, and **RESOLVED:** That agenda item number 6 is brought forward followed by item 13

Signed Chair:

Dated:

2018/017
(TC)

REPORTS FROM BOROUGH/COUNTY COUNCILLORS AND INVITED GUESTS

2018/017.1 - To receive reports from the Borough or County Councillors

No reports were received. Cllr Adam questioned if a verbal or written report should be received as it would be difficult to receive a written report.

2018/017.2 - To receive reports from other invited guests

A member from the Lightbeam Academy addressed Council in regards to a request to run a summer club involving cooking classes. However they would need the expertise of the Catering Co-Ordinator as part of running the cooking class sessions.

Proposed by Non-Cllr A Ali, and Seconded by Councillor Barrett, and

RESOLVED: That the Council supports the scheme and that the finer arrangements are agreed with the Clerk, the Catering Co-ordinator and Lightbeam Academy.

2018/019
(TC)

APOLOGIES FOR ABSENCE

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

Proposed by Councillor Michelle Pearson-Asher and Seconded by Councillor Z Ali, and

RESOLVED: That the apologies are received and accepted from Cllrs Neil McGowan, Faraz Ahmad and Cllr Majid Ali Anwar

2018/020
(TC)

DECLARATIONS OF INTERESTS

Members are reminded of the legal requirements concerning the declaration of interests. A Member must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

There were no declarations of Interest.

2018/021
(TC)

ADJOURNMENT FOR PUBLIC PARTICIPATION

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 made under public participation.

No members of the public took part in the public participation session.

2018/022
(TC)

MINUTES

To approve the draft minutes of the Extraordinary Town Council meeting held on 13 June 2018

Proposed by Councillor Latif and Seconded by Councillor Adam, and

RESOLVED: That the minutes of the Extraordinary Town Council meeting held on the 13 June 2018 be confirmed as a true record and signed by the Chair with the amendment to minute reference 2018/009, s to be struck off the name Councillor Adam

2018/023
(TC)

NOTICE OF MOTION: HIGHWAYS PROJECT

In accordance with Standing Order number 9; motion moved by Non-Councillor Azhar Ali 'To use the 10k allocated from Whitefield towards the tarmacking of the block of Every St inc of no.66'

Note: minute reference 17/18/102 – It was clarified that Co-opted members of the Council such as County Councillor Azhar Ali may propose and second a motion but do not have a vote on the motion.

Note: The Council should be mindful of allocating all funding to one ward within the first quarter of the financial year as other projects may arise at a later date.

Non-Cllr A Ali was contacted by a resident in regards to the back streets. Non-Cllr Ali informed the meeting that three blocks from number 60 to 94 on Every Street should be resurfaced. As Pendle Borough Council had scheduled other engineering works, this contract could be encompassed within the other works which would give the Town Council a discount of an additional block. The costs would potentially cover three blocks for the fees equivalent to two blocks if this was agreed.

Cllr Pearson-Asher requested to read a statement in Cllr Majid Anwar's absence.

Proposed by Non-Cllr A Ali and Seconded by Councillor Hassan Mahmood, and **RESOLVED:** That £10k is allocated towards the resurfacing of three blocks on Every Street from numbers 60 to 94, to be encompassed with the other engineering works scheduled by Pendle Borough Council as this will give NTC a package discount

Action: Town Clerk to Contact Pendle Borough Council Engineering Department

2018/024 **ADJOURNMENT OF COUNCIL MEETING**
(TC)

Proposed by Councillor Z Ali and Seconded by Councillor Hayat, and **RESOLVED:** That the meeting is adjourned and to be reconvened at a later date. Date and time to be agreed by the Chair with the Clerk.

The meeting was adjourned at 7.30pm.

MINUTES OF THE RECONVENED COUNCIL MEETING OF NELSON TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, NELSON TOWN HALL, MARKET STREET, NELSON ON TUESDAY 17 JULY 2018 AT 7:00 PM

Councillors Present: Zafar Ali (Chair), Nazeem Hayat (Vice-Chair), Mohammad Aslam [to 7.40], George Adam, Mohammad Khalid, Mohammed Kamran Latif, Michelle Pearson-Asher, Nigel Pearson-Asher, Sheila Wicks,

Absent Councillors: Cllr Faraz Ahmad, Zeeshan Amjad, Sajid Ali, Eileen Ansar, Majid Ali Anwar, Najaf Anwar, Adrian Barrett, Malik Anwaar Hussain, Mashuq Hussain, Neil McGowan, Hassan Mahmood, John Richardson, Sannval Safir

Non-Councillor (without voting rights): County Councillor Azhar Ali (apologies received)

Officers: Safia Kauser - Town Clerk/RFO [minute taker]

Members of the Public: None

2018/025 **APOLOGIES FOR ABSENCE**

(TC) To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

Proposed by Councillor Latif and Seconded by Councillor Hayat, and **RESOLVED:** That the apologies are received and accepted from Cllrs Adrian Barret, Eileen Ansar, Malik Anwaar Hussain, Mashuq Hussain, Zeeshan But and John Richardson

2018/026 **COMMITTEE MINUTES**

(TC) To confirm the receipt of committee minutes previously circulated:

Signed Chair:

Dated:

- Environmental Improvements committee 20 June 2018
- Unity Well Being Management committee 20 June 2018
- Events, Promotional & Marketing committee 27 June 2018
- Finance and General Purposes 27 June 2018

Cllr Latif updated the Council on the extra costs of the Christmas lights which was agreed by the Events committee subject to budget.

Proposed by Councillor Latif and Seconded by Councillor Michelle Pearson-Asher, and **RESOLVED:** That the Council supports the resolution agreed by the Events committee of additional Christmas lights on Scotland Road and the tree lighting on Scotland Rd next to Oscars (subject to budget)

Proposed by Councillor Adam and Seconded by Councillor Latif, and **RESOLVED:** That, all of the above block minutes of the Town Council committee meetings be received by the Town Council.

2018/027
(TC)

TO CONSIDER COMMITTEE RECOMMENDATIONS BROUGHT FORWARD

Finance and General Purposes Committee – Lone Working Policy (copy enclosed) (recommendation from the meeting held on the 27 June 2018)

- Proposed by Councillor Z Ali and Seconded by Councillor Mashuq
That the Finance and General Purposes committee recommends that Full Council adopts the Lone Working Policy (**RESOLVED, Carried**)

2018/028
(TC)

UPDATES ON ONGOING COUNCIL BUSINESS

To receive updates on:

- The Community Governance Review to be initiated by Pendle Borough Council
- Free swimming initiative part funded by Nelson Town Council
- The letter requesting an inquiry into Islamophobia amongst Lancashire conservatives

Community Governance Review

There was some confusion regarding the resolution from Pendle Borough Council in respect of the community governance review to be considered for initiation.

It was clarified that there would be changes which would impact on the Town Council however this would not reduce the total number of 24 councillors currently serving Nelson.

Clover Hill Ward - Reduction of one Councillor from five to four.

Marsden Ward - Increase of one councillor from three to four. This was due to the boundary changes which could potentially see two councillors for the Marsden East and West Ward, however this is yet to be confirmed with all other changes requested by Pendle BC to the boundary commission.

It was commented that Cloverhill was one of the biggest wards which could be losing a Town Councillor and Marsden being one of the smallest wards, would be gaining one. Concerns were expressed that there were already divisions in the Marsden ward, and the changes would be unfair to the community.

Proposed by Councillor Z Ali and Seconded by Councillor M Pearson-Asher, and **RESOLVED:** That the Chair writes to the Boundary Commission with the views of Nelson Town Council which have been previously expressed to Pendle Borough Council.

Free Swimming Initiative

Schools had been notified of the free-swimming initiative and the age criteria. Cllr were requested to promote this. Flyers can be obtained from Pendle Leisure Trust.

Islamophobia

No response had been received despite the national campaign on the matter. It was unacceptable that no action had been taken and that a courtesy response should have been received. The MP had noted the matter however it was felt that the matter should be dealt with at the highest level.

Proposed by Councillor Z Ali and Seconded by Councillor Adam, and

RESOLVED: That the Chair sends another letter to Theresa May and Brandon Lewis and that the local MP is copied into the correspondence.

2018/029
(TC)

COUNCIL REPRESENTATION ON EXTERNAL BODIES

To review the list for representative members on outside bodies 2018/19 (list previously circulated)

Proposed by Councillor Latif and Seconded by Councillor Adam, and

RESOLVED: That Cllr Richardson is removed from the Bradley Big Local and replaced by Cllr Z Ali who is also to be appointed onto the Area Committee

2018/030
(TC)

GRANT APPLICATION

Due to the urgency of the grant required, full Council is requested to consider the application submitted by 'Migrants Wellbeing Association Lancashire' for a sum of £2,000, subject to meeting the grant criteria conditions.

The grant application was considered by the meeting. It was noted that the applicant is a current tenant in the Unity Wellbeing Centre. There was no long-term contingency plan for the sustainability of the organization should the grant be awarded. It was commented that the group were providing specialist support to members with language barriers. It was suggested that other funding streams should be considered.

Proposed by Councillor Latif and Seconded by Councillor M Khalid, and

RESOLVED: That further documentation is requested about the organization and that the applicant is invited to address the Finance and GP committee at their meeting next week who will further asses the grant application.

2018/031
(TC)

NOTICE OF MOTIONS

In accordance with Standing Order number 9; motions moved by Councillor Zafar Ali

2018/031.1 - I would like councillors to consider a motion on Northern Rail calling the government to set up an urgent inquiry

The government was already looking into the Northern Rail matter – the motion was no longer required.

2018/031.2 - To consider a motion to arrange a meeting with Transdev bus company on why the X43 service has been terminated in Nelson

Clarification was required if the decision taken by Transdev was a commercial one. The nearest service was now via Colne or Burnley.

Proposed by Councillor Z Ali and Seconded by Councillor Latif, and

RESOLVED: That further clarification is sought on the termination of the service and that Transdev are requested to provide further information.

2018/032 **HOLIDAY HUNGER SCHEME**
(TC) To consider a financial contribution towards a holiday hunger scheme. Non Councillor Azhar Ali to speak on this item.

In the absence of Non-Cllr Azhar Ali, this item was deferred.

2018/033 **BOUNDARY SIGNS**
(TC) **2018/033.1 - To consider the requirements of upgrading the welcome signs to Nelson. Members should consider the designs, colour schemes and content/wording. A design has been previously provided by Pendle Borough Council.**

- Note: Signs to be upgraded:
- 1) From Brierfield / Manchester Road
 - 2) Colne entrance
 - 3) Scotland Road (from motorway)
 - 4) Hibson Road (top from Burnley)

It was suggested that an additional sign is erected from Briercliffe off Halifax Road coming towards Nelson and that consideration is given to adopting the roundabout and turn it into a feature type arrangement, however permission would be required from Lancashire County Council the landowner as it adjoined onto land that is privately owned.

Proposed by Councillor M Pearson-Asher and Seconded by Councillor Latif, and **RESOLVED:** That the Brierfield / Manchester road entrance be considered as a priority.

2018/033.2 - To task the RFO to obtain quotations and designs for the boundary signs in accordance with Financial Regulations

Proposed by Councillor Adam and Seconded by Councillor Hayat, and **RESOLVED:** That three quotations are obtained for the five designs of boundary signs and that Lancashire County Council is contacted in regards to the roundabout to seek permission.

2018/034 **TRANSFERRED SERVICES**
(TC) To receive reports on transferred services

- MUGAs
- CCTV
- Parks Services

MUGAS

Some vandalism was reported at Clough head playground on Marsden Hall Rd South. The blue safety surfacing around the multi-play unit had been ripped up. The Clerk had authorised repairs for this. Some councillors had reported other complaints relating to Whitefield site – the clerk to follow up on this.

CCTV

Concerns were expressed at the lack of CCTV statistic reports that should be received by NTC and it was noted that they are being sent to the neighbourhood teams. The Clerk reported that all parishes will start receiving monthly invoices directly from the Blackburn hub with a view of transferring the asset cameras for direct responsibility, the information which had been reported by an officer of Pendle BC.

Action: The Clerk to request monthly CCTV statistic report for circulation to all members

Parks Service

The Clerk reported that at a recent meeting with the director, Philip Mousdale, Pendle BC may be considering requesting parishes to contribute 75% costs for the overall maintenance of the parks with a view of 100% transfer and responsibility. There was currently no service level agreement in place and members were unsure what the current 50% contribution covered.

Proposed by Councillor N Pearson-Asher and Seconded by Councillor Ali, and

RESOLVED: That Pendle Borough Council be requested to formulate a service level agreement for the maintenance and upkeep of Nelson Town Council’s contribution towards the parks.

2018/035
(TC)

REPORTS FROM TOWN COUNCILLORS

To receive reports from town councillors who have attended recent meetings or events on behalf of the Town Council including representation on external bodies:

- Nelson Area Committee
- Lancashire Association of Local Councils, Lancashire Branch meetings
- Pendle Fair Trade
- Town Centre Partnership / Town Team
- Nelson Youth Forum
- Whitfield Community Forum
- Bradley Big Local Community
- Conferences and courses

Nelson Area Committee

No meeting had taken place

LALC

The next scheduled meeting was in September.

Pendle Fair Trade

No recent meetings had taken place

Town Centre Partnership / Town Team

At the meeting on 14/15 July, they were looking for a new Chair and Vice-Chair. Another meeting was scheduled for September. The Clerk and Cllr S Ali were appointed on the board.

Nelson Youth Forum

A meeting took place in July. There were positive comments in regards to the litter picks and the involvement of the mosque.

There were no reports for Whitefield Community Forum, Big Bradley Local and conferences an courses.

2018/036
(TC)

TOWN CLERK CORRESPONDENCE

To consider any correspondence or communication brought forward by the Clerk not otherwise specifically relating to items being discussed by the Town Council committees.

The Town Clerk’s apprentice had resigned this week and pursued another career path. Thanks were expressed for the work undertaken by the apprentice during her short time with the Council. The new Council website is scheduled to go live early next month and members were requested to ensure that their contact details were correct and that a photo had been supplied to the office.

2018/037
(TC)

ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA

To notify the Clerk of any matters for inclusion on the agenda of the next meeting

- Consultation on Albert Street and Mosley Street

2018/038
(TC)

DATE OF THE NEXT TOWN COUNCIL MEETING

The next Nelson Town Council meeting is due to be held on Wednesday 12th September 2018 at 7:00pm in the Council Chambers, Town Hall, Market Street, Nelson.

The meeting was closed by the Chair at 8.15pm.

Signed Chair:

Dated: