



**Minutes of a meeting of the Unity Wellbeing Management Committee
held on Wednesday 25th September 2019 in the Selina Cooper Hall, Unity
Wellbeing Centre, 62 Vernon Street, Nelson**

Commenced: 7.15pm - Concluded: 7.50pm

Councillors Present: George Adam [Chair], Faraz Ahmad, Zafar Ali and Mohammad Kamran Latif

Absent Councillors: Omar Ahmed, Patricia Hannah-Wood, Nazeem Hayat and Mashuq Hussain

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

2019/017
(UWB)

APOLOGIES FOR ABSENCE

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

Proposed by Councillor Ali and Seconded by Councillor Latif, and

RESOLVED: That the apologies received from Councillors Hannah-Wood and Hussain are approved and accepted.

2019/018
(UWB)

DECLARATIONS OF INTERESTS

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.

None declared.

2019/019
(UWB)

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 under public participation.

No members of the public were present at the meeting.

2019/020
(UWB)

MINUTES

To approve the draft minutes of the Unity Wellbeing Management committee meeting held on 19 June 2019
(Previously circulated)

Proposed by Councillor Ali and Seconded by Councillor Latif, and

RESOLVED: That the draft minutes of the Unity Wellbeing Management committee meeting

	held on the 19 June 2019 be confirmed as a true record and be signed by the Chair.
2019/021 (UWB)	<p><u>REVIVE CAFE</u> To receive feedback from the Catering Co-Ordinator on the latest from Revive Cafe</p> <p>Members noted the report presented by the Catering Co-Ordinator.</p> <p>Action: The Assistant Town Clerk to contact Peninsula to seek advice around the risk assessment that may need to take place if the foraging workshops are to go ahead.</p> <p>It was also noted that Members were in support of the Café hosting a McMillan Coffee Morning to be held on the coming Friday.</p> <p>Action: Councillor Ali to circulate a poster to advertise the event.</p> <p>The Catering Co-Ordinator also asked Members about the possibility of putting on a yoga class in one of the rooms at the Unity Wellbeing Centre.</p> <p>Action: The Assistant Town Clerk to advise the Catering Co-Ordinator of the costs to do this.</p>
2019/022 (UWB)	<p><u>LOTTERY HERITAGE UPDATE AND SELINA COOPER HALL HISTORY</u> To receive an update on the re-submission of the lottery heritage application.</p> <p>The Assistant Town Clerk had recently been in touch with the Lottery Heritage organisation and had been advised that a decision is imminent, and the Town Council will receive an update the following week as to whether the application had been successful.</p> <p>Members noted the update.</p> <p>Action: The Assistant Town Clerk to notify Members of the outcome once a decision has been made.</p>
2019/023 (UWB)	<p><u>BUILDING MAINTENANCE AND HEALTH AND SAFETY</u> 2019/023.1 - To receive and consider the health and safety report from the visit carried out on the 13 September 2019.</p> <p>Members received and noted the report.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad, and RESOLVED: That the following actions are taken in relation to the report:</p> <ol style="list-style-type: none"> 1) Councillor Ahmad looks at costings to have the damaged flooring repaired 2) The Caretaker is requested to put warning tape across the damaged section of flooring to highlight the hazardous area 3) The CCTV room is cleared of debris by the Caretaker 4) The disabled access pathway outside of the building is cleared of debris by the Caretaker 5) That security lighting checks are conducted by the Caretaker <p>2019/023.2 - To receive and adopt the Asbestos management plan and confirm any actions arising from the report. A re-inspection of the site is due in July 2020.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That the Asbestos management plan is received and adopted, and that the Assistant Town Clerk identifies any outstanding actions from the report which this committee may need to address at a future meeting.</p>

	<p>Action: The Assistant Town Clerk to go through the report and identify any outstanding actions which this committee may need to address.</p> <p>2019/023.3 - To consider the quotes for the purchase of two evacuation chairs inclusive of installation, training and signage.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad, and RESOLVED: That Quote One submitted by FireCheck North West Ltd is approved and the purchase of two evacuation chairs along with signage and training are to be carried out.</p> <p>2019/023.4 - To reconsider replacing the front entrance doors with bi-focal doors and installing a ramp for disabled users following concerns from council members.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That this Council seek advice from Lancashire County Council as to whether permission would be given to install a ramp for disabled users on the footpath outside the main doors of the Unity Wellbeing Centre.</p> <p>Action: The Assistant Town Clerk to write to Lancashire County Council to ask for advice.</p>
2019/024 (UWB)	<p><u>PARISH CHAMPIONS GRANT APPLICATION - DEFIBRILLATOR</u> To consider applying for funding from the Parish Champions grant application scheme to go towards costs to get a defibrillator installed to the outside of the Unity Wellbeing Centre.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad, and RESOLVED: That the Assistant Town Clerk find out costings for a defibrillator and that an application is submitted to the Parish Champions Grant fund to assist with costs for the defibrillator.</p> <p>Action: The Assistant Town Clerk to apply for funding to the Parish Champions Grant committee.</p>
2019/025 (UWB)	<p><u>HOMES FOR HEROES DISPLAY</u> To consider the temporary display of photographs of Nelson men who fought in World War I and brief history around the areas in which they grew up in the town.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Latif, and RESOLVED: That approval is given for St John's Church to display the photographs of Nelson men who fought in World War I and brief history around the areas in which they grew up in the town.</p> <p>Action: Councillor Sheila Wicks to liaise with the Church around the details of the display.</p>
2019/026 (UWB)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u> To notify the Clerk of any matters for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> • Defibrillator update • New doors and ramp at entrance • New flooring for the Selina Cooper Hall • Painting of the café • Handover time between bookings

2019/027 (UWB)	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></p> <p>To note the date of the next committee meeting scheduled to take place on Wednesday 27th November</p> <p>The meeting was closed by the Chair at 7.50pm.</p>
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