

September, 2022

Date: 17/10/2022

Nelson Town Council

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**Bank Reconciliation Statement as at 30/09/2022
for Cashbook 1 - Current Bank Account**

User: NH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
LLoyds Bank	30/09/2022	119	1,562,668.22
			<u>1,562,668.22</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
29/06/2022 2527 Gary Webb		12.58	
26/07/2022 2554 Spring Bank Allotment Society		200.00	
26/07/2022 2556 Manor Street Allotment Society		200.00	
20/09/2022 2585 Borough of Pendle (PBC)		70.00	
22/09/2022 2587 Santa's Village Entertainment		292.50	
22/09/2022 2588 FlyingColours EntertainmentLtd		840.00	
27/09/2022 2589 PKF Littlejohns LLP		1,560.00	
27/09/2022 2590 Adecco UK Ltd.		548.88	
28/09/2022 2592 North West Event Medical Solut		330.00	
28/09/2022 2594 Blackburn with Darwen Borough		2,967.47	
29/09/2022 2595 Maxigene Enviromental Services		90.00	
30/09/2022 2596 Adecco UK Ltd.		548.88	
			<u>7,660.31</u>
			1,555,007.91
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,555,007.91
	Balance per Cash Book is :-		1,555,007.91
	Difference is :-		0.00

Date: 17/10/2022

Nelson Town Council

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Cashbook 1

User: NH

Current Bank Account

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,580,368.52					1,580,368.52	
500042	Banked: 27/09/2022	1,020.00						
500042	Nelson Town Council	1,020.00			1211	160	920.00	Room Hire
					1213	160	100.00	Music System Hire
Total Receipts for Month		1,020.00	0.00	0.00			1,020.00	
Cashbook Totals		1,581,388.52	0.00	0.00			1,581,388.52	

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Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
17/08/2022	Skyguard Ltd T/A Peoplesafe	DD	-259.20		-43.20	4453	160	-216.00	Correction Entry not DD
01/09/2022	Blackburn with Darwen Borough	DD	2,989.49			4020	110	1,628.86	Payroll-Salary-Aug 2022
		2578				4439	160	788.18	Payroll-Salary-Aug 2022
						4025	110	36.64	Payroll-Salary-Aug 2022
						4020	110	515.17	Payroll-Tax&NI-Aug 2022
						4439	160	11.44	Payroll-Tax&NI-Aug 2022
						4025	110	9.20	Payroll-Tax&NI-Aug 2022
01/09/2022	Adecco UK Ltd.	2579	548.88		91.48	4025	110	457.40	Ms F Spencer Wage w/e 26/08/22
01/09/2022	Asset Monitoring Solutions	DD	9.00		1.50	4680	190	7.50	FM Lite Monthly Hosting
05/09/2022	Option Hygiene Ltd	2580	195.64		32.61	4441	160	163.03	UWC Cleaning Supplies
05/09/2022	Scott Dawson Advertising Ltd	2581	6,000.00		1,000.00	4300	140	5,000.00	Food Festival 2022Contribution
06/09/2022	Raheel Gorsl	2582	651.61		88.61	4600	180	120.00	Handyman Labour
						4610	180	443.00	Handyman Materials
12/09/2022	Vodafone	DD	30.63		5.10	4150	110	25.53	Office Phone and Broadband
12/09/2022	Business Card	BUSCARD	1,626.77		270.46	4690	190	11.99	Zoom Subscription
						4530	230	1,340.30	Newletter Postage
						4530	230	4.02	Newletter Postage
15/09/2022	Business Waste Ltd	DD	194.20		32.36	4101	160	161.84	Waste Collections - Oct 2022
15/09/2022	Hill Dickinson LLP	2583	3,651.89		608.65	4670	190	3,043.24	Legal Services for SK Tribunal
16/09/2022	Lancashire County Council	DD	536.63			4020	110	389.01	Pension Contributions-Aug 2022
						4439	160	147.62	Pension Contributions-Aug 2022
17/09/2022	Daisy Communications	DD	47.41		7.90	4100	160	39.51	UWC Phone and Broadband
20/09/2022	Adecco UK Ltd.	2584	274.44		45.74	4025	110	228.70	Ms F Spencer Wage w/e 09/09/22
20/09/2022	Borough of Pendle (PBC)	2585	70.00			4350	140	70.00	PEN(N)0394 Annual Fee
20/09/2022	Skyguard Ltd T/A Peoplesafe	2586	259.20		43.20	4453	160	216.00	Annual MYSOS Subscription
21/09/2022	E.on Next	DD	42.64		2.03	4380	150	40.61	Games Area Electricity
21/09/2022	E.on Next	DD	17.06		0.81	4380	150	16.25	Kickabout Area Electricity
22/09/2022	Santa's Village Entertainment	2587	292.50		48.75	4310	140	243.75	Giant Snow Globe Hire
22/09/2022	FlyingColours EntertainmentLtd	2588	840.00		140.00	4310	140	700.00	Snow Queen&King Stilt Walkers
23/09/2022	TotalEnergies Gas & Power	DD	178.58		8.51	4100	160	170.07	UWC Electricity
27/09/2022	PKF Littlejohns LLP	2589	1,560.00		260.00	4660	190	1,300.00	2021/22 External Audit Fee
27/09/2022	Adecco UK Ltd.	2590	548.88		91.48	4025	110	457.40	Ms F Spencer Wage w/e 16/09/22
27/09/2022	Vitalijus Vambutas	2591	200.00			4200	120	200.00	Replaces Cheque Nos 2554&2577
27/09/2022	Peninsula Business Services	DD	229.25		36.42	4680	190	182.10	Professional HR Service
						4680	190	9.58	Insurance
						4680	190	1.15	Insurance Premium Tax (IPT)
28/09/2022	North West Event Medical Solut	2592	330.00		55.00	4310	140	275.00	First Aid for Switch On Event
28/09/2022	Blackburn with Darwen	2594	2,967.47			4020	110	1,619.34	Payroll-Salary-Sept 22

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Date: 17/10/2022

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Cashbook 1

User: NH

Current Bank Account

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Borough								
						4439	160	788.18	Payroll-Salary-Sept 22
						4025	110	32.55	Payroll-Salary-Sept 22
						4020	110	507.76	Payroll-Tax&NI-Sept 22
						4439	160	11.44	Payroll-Tax&NI-Sept 22
						4025	110	8.20	Payroll-Tax&NI-Sept 22
28/09/2022	Nick Harbour	2593	1,612.38		268.06	4530	230	1,340.30	Reimbursing Newsletter Postage
						4530	230	4.02	Reimbursing Newsletter Postage
29/09/2022	Maxigene Enviromental Services	2595	90.00		15.00	4106	160	75.00	Quarterly Legionella Monitoring
30/09/2022	Vodafone	DD	96.38		14.41	4150	110	30.64	Mobile Phone Charges - Office
						4100	160	41.33	Mobile Phone Charges- Caretaker
						4100	160	10.00	Insurance
30/09/2022	Adecco UK Ltd.	2596	548.88		91.48	4025	110	457.40	Ms F Spencer Wage w/e 23/09/22
Total Payments for Month			26,380.61	0.00	3,216.36			23,164.25	
Balance Carried Fwd			1,555,007.91						
Cashbook Totals			1,581,388.52	0.00	3,216.36			1,578,172.16	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	0	690,945	644,325	(46,620)			107.2%	
Income :- Income	<u>0</u>	<u>690,945</u>	<u>644,325</u>	<u>(46,620)</u>			<u>107.2%</u>	<u>0</u>
Net Income	<u>0</u>	<u>690,945</u>	<u>644,325</u>	<u>(46,620)</u>				
110 Administration								
4000 Clerk Salary Tax + NI	0	0	38,950	38,950		38,950	0.0%	
4010 Employer Pension	0	0	2,690	2,690		2,690	0.0%	
4020 Assistant Clerk Salary Tax+ NI	4,660	14,991	16,440	1,449		1,449	91.2%	
4025 Casual admin staff	1,687	9,963	0	(9,963)		(9,963)	0.0%	
4110 Postage	0	0	250	250		250	0.0%	
4120 Stationery/Office Administrati	0	809	1,000	191		191	80.9%	
4121 Miscellenous	0	32	500	468		468	6.4%	
4125 Website & Email Hosting Accs	0	836	2,500	1,664		1,664	33.4%	
4130 Room Hire	0	0	600	600		600	0.0%	
4140 Computer Equipment & Software	0	742	1,000	258		258	74.2%	
4142 Office Furniture	0	0	1,000	1,000		1,000	0.0%	
4150 Telephone, Mobile & Broadband	56	301	650	349		349	46.2%	
4160 Clerk Expenses	0	0	100	100		100	0.0%	
4921 Election Costs	0	0	5,000	5,000		5,000	0.0%	
Administration :- Indirect Expenditure	<u>6,404</u>	<u>27,672</u>	<u>70,680</u>	<u>43,008</u>	<u>0</u>	<u>43,008</u>	<u>39.2%</u>	<u>0</u>
Net Expenditure	<u>(6,404)</u>	<u>(27,672)</u>	<u>(70,680)</u>	<u>(43,008)</u>				
120 Allotments								
1240 Allotment Rents & Water income	0	(9,000)	10,929	19,929			(82.3%)	
Allotments :- Income	<u>0</u>	<u>(9,000)</u>	<u>10,929</u>	<u>19,929</u>			<u>(82.3%)</u>	<u>0</u>
4200 Allotments Maintenance	200	2,820	10,929	8,109		8,109	25.8%	
Allotments :- Indirect Expenditure	<u>200</u>	<u>2,820</u>	<u>10,929</u>	<u>8,109</u>	<u>0</u>	<u>8,109</u>	<u>25.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(200)</u>	<u>(11,820)</u>	<u>0</u>	<u>11,820</u>				
130 Ward Initiative & Small Grants								
4210 WIF Bradley	0	0	1,000	1,000		1,000	0.0%	
4215 WIF Clover Hill	0	0	1,000	1,000		1,000	0.0%	
4220 WIF Marsden	0	0	1,000	1,000		1,000	0.0%	
4225 WIF Southfield	0	0	1,000	1,000		1,000	0.0%	
4230 WIF Walverden	0	912	1,000	88		88	91.2%	
4235 WIF Whitefield	0	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4240 Small Grants Awarded	0	2,000	10,000	8,000		8,000	20.0%	
Ward Initiative & Small Grants :- Indirect Expenditure	0	2,912	16,000	13,088	0	13,088	18.2%	0
Net Expenditure	0	(2,912)	(16,000)	(13,088)				
140 Events								
4280 Easter Event	0	0	5,000	5,000		5,000	0.0%	
4290 Summer Event Football Marathon	0	2,619	5,000	2,381		2,381	52.4%	
4300 Food Festival	5,000	5,000	5,000	0		0	100.0%	
4310 Lancashir Day & Xmas Switch On	1,219	1,219	14,000	12,781		12,781	8.7%	
4330 Town Centre Christmas Lights	0	10,664	35,000	24,336		24,336	30.5%	
4340 Community Cohesion	0	0	5,000	5,000		5,000	0.0%	
4350 Events General	70	20,641	5,000	(15,641)		(15,641)	412.8%	
4710 Uniform	0	0	1,000	1,000		1,000	0.0%	
Events :- Indirect Expenditure	6,289	40,143	75,000	34,857	0	34,857	53.5%	0
Net Expenditure	(6,289)	(40,143)	(75,000)	(34,857)				
150 Transferred Services								
4380 MUGAs-Maintenance & Inspection	57	5,327	21,000	15,673		15,673	25.4%	
4381 MUGA/Play Area-Imprvm/renewals	0	3,739	5,000	1,261		1,261	74.8%	
4390 CCTV Monitoring	0	23,854	31,500	7,646		7,646	75.7%	
4400 Parks	0	0	128,000	128,000		128,000	0.0%	
4410 Roadside Seats-Maint+Inspectio	0	0	5,000	5,000		5,000	0.0%	
Transferred Services :- Indirect Expenditure	57	32,919	190,500	157,581	0	157,581	17.3%	0
Net Expenditure	(57)	(32,919)	(190,500)	(157,581)				
160 Unity Hall								
1210 Unity Hall Income (do not use)	0	0	7,500	7,500			0.0%	
1211 Unity Hall Room/Cafe Hire	920	4,700	0	(4,700)			0.0%	
1213 Music System Hire	100	340	300	(40)			113.3%	
1214 Office Tenancy Income	0	917	0	(917)			0.0%	
Unity Hall :- Income	1,020	5,957	7,800	1,843			76.4%	0
4100 Utilities - Unity Centre	261	1,806	10,000	8,194		8,194	18.1%	
4101 Trade Waste&Sanitory/Nappy dis	162	1,198	1,400	202		202	85.6%	
4105 Hard Wire Test + Elec Call Out	0	0	500	500		500	0.0%	
4106 Building Compliance Costs	75	150	1,000	850		850	15.0%	
4107 Lift Maintenance + Costs	0	1,422	500	(922)		(922)	284.4%	
4108 Boiler maintenance + Gas Safet	0	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4109 Music License	0	0	2,000	2,000		2,000	0.0%	
4115 Heritage Lottery Funding	0	240	0	(240)		(240)	0.0%	
4430 Renovation/Proj/Match Funding	0	0	15,000	15,000		15,000	0.0%	
4431 Repairs & Renewals	0	40	1,500	1,460		1,460	2.7%	
4439 Caretakers Salary Tax + NI	1,747	6,085	12,500	6,415		6,415	48.7%	
4440 Caretaking/Managmnt-Contractor	0	0	1,500	1,500		1,500	0.0%	
4441 Cleaning Supplies & Equipment	163	1,399	1,500	101		101	93.3%	
4445 Equipment/Furniture Costs-UWB	0	580	1,000	420		420	58.0%	
4450 CCTV & Burgler Alarm System	0	0	500	500		500	0.0%	
4453 Professional Fees - UWB Centre	0	216	1,000	784		784	21.6%	
4455 Miscellenous - UWB Centre	0	160	1,500	1,340		1,340	10.7%	
4457 Climate Emergency Fund	0	0	5,000	5,000		5,000	0.0%	
Unity Hall :- Indirect Expenditure	2,408	13,297	57,400	44,103	0	44,103	23.2%	0
Net Income over Expenditure	(1,388)	(7,340)	(49,600)	(42,260)				
170 Projects								
4500 Special Projects/ Other	0	17,904	30,000	12,096		12,096	59.7%	
4510 Highways Projects	0	0	200,000	200,000	27,000	173,000	13.5%	
4511 Dropped Kerb Grants	0	0	7,500	7,500		7,500	0.0%	
4520 Hanging Baskets	0	26,051	22,000	(4,051)		(4,051)	118.4%	
4570 Climate Emergency Fund	0	0	5,000	5,000		5,000	0.0%	
Projects :- Indirect Expenditure	0	43,955	264,500	220,545	27,000	193,545	26.8%	0
Net Expenditure	0	(43,955)	(264,500)	(220,545)				
180 Handyman Scheme								
4600 Handyman Labour	120	2,366	5,000	2,635		2,635	47.3%	
4610 Handyman Materials	443	3,606	1,000	(2,606)		(2,606)	360.6%	
4620 Handyman Equipment	0	0	1,000	1,000		1,000	0.0%	
4621 Quad Bike Maint/Repairs	0	1,141	0	(1,141)		(1,141)	0.0%	
Handyman Scheme :- Indirect Expenditure	563	7,112	7,000	(112)	0	(112)	101.6%	0
Net Expenditure	(563)	(7,112)	(7,000)	112				
190 Professional Fees								
4650 Insurance	0	1,986	2,500	514		514	79.4%	
4660 Audit (Internal & External)	1,300	83	1,500	1,417		1,417	5.6%	
4665 Accountancy Fees	0	0	500	500		500	0.0%	
4670 Legal Fees	3,043	4,793	17,500	12,707		12,707	27.4%	
4680 HR & H&S Support Services	200	1,202	3,000	1,798		1,798	40.1%	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4690 Subscriptions	12	2,511	225	(2,286)		(2,286)	1116.1%	
4695 Payroll Service	0	0	980	980		980	0.0%	
Professional Fees :- Indirect Expenditure	<u>4,556</u>	<u>10,575</u>	<u>26,205</u>	<u>15,630</u>	<u>0</u>	<u>15,630</u>	<u>40.4%</u>	<u>0</u>
Net Expenditure	<u>(4,556)</u>	<u>(10,575)</u>	<u>(26,205)</u>	<u>(15,630)</u>				
<u>210 Training & Travel Costs</u>								
4750 Training Expenses inc travel	0	0	1,750	1,750		1,750	0.0%	
4760 Travel Costs (outside parish)	0	0	250	250		250	0.0%	
Training & Travel Costs :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(2,000)</u>	<u>(2,000)</u>				
<u>220 Environment Committee</u>								
4800 Enviromental Projects	0	0	2,400	2,400		2,400	0.0%	
4810 Climate Emergency Fund	0	0	5,000	5,000		5,000	0.0%	
Environment Committee :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>7,400</u>	<u>7,400</u>	<u>0</u>	<u>7,400</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(7,400)</u>	<u>(7,400)</u>				
<u>230 Promotional & Marketing</u>								
4530 Annual Newsletter	2,689	5,513	2,500	(3,013)		(3,013)	220.5%	
4540 Publicity & Marketing	0	300	5,000	4,700		4,700	6.0%	
4580 Climate Emergency Fund	0	0	5,000	5,000		5,000	0.0%	
Promotional & Marketing :- Indirect Expenditure	<u>2,689</u>	<u>5,813</u>	<u>12,500</u>	<u>6,687</u>	<u>0</u>	<u>6,687</u>	<u>46.5%</u>	<u>0</u>
Net Expenditure	<u>(2,689)</u>	<u>(5,813)</u>	<u>(12,500)</u>	<u>(6,687)</u>				
<u>250 Revive Cafe - UWB Centre</u>								
1200 Cafe & Catering Income	0	0	13,500	13,500			0.0%	
Revive Cafe - UWB Centre :- Income	<u>0</u>	<u>0</u>	<u>13,500</u>	<u>13,500</u>			<u>0.0%</u>	<u>0</u>
4030 Cater Co-ordtr Salary Tax + NI	0	0	20,000	20,000		20,000	0.0%	
4031 Catering Assit-Salary Tax + NI	0	0	7,740	7,740		7,740	0.0%	
4032 Casual work (catering)	0	0	500	500		500	0.0%	
4035 Volunteer Expenses	0	0	200	200		200	0.0%	
4460 Cafe & Catering Supplies	0	0	11,300	11,300		11,300	0.0%	
4470 Catering Equipment Repairs&Ren	0	0	1,000	1,000		1,000	0.0%	
Revive Cafe - UWB Centre :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>40,740</u>	<u>40,740</u>	<u>0</u>	<u>40,740</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>0</u>	<u>(27,240)</u>	<u>(27,240)</u>				

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,020	687,902	676,554	(11,348)			101.7%	
Expenditure	23,164	187,219	780,854	593,635	27,000	566,635	27.4%	
Net Income over Expenditure	<u>(22,144)</u>	<u>500,683</u>	<u>(104,300)</u>	<u>(604,983)</u>				
Movement to/(from) Gen Reserve	<u>(22,144)</u>	<u>500,683</u>						



ITEM 9

Nelson Town Council

Small Grants Application Form

Please refer to the 'Small Grants Funding – Grant Criteria & Conditions' document to assist you with the completion of this form

Contact Details

Date of Application:	11/10/22	Ref Number: (office use only)	
Name of Organisation:	Positive Voices@marsdenheights		
Address: Marsden Heights community college Edge End Lane, Nelson, Lancashire			
		Postcode:	BB9 0PR
Name of Applicant:	Mashuq Hussain OBE	Position:	Senior Youth and community worker
Telephone Number:	07856688073	Email Address:	mhussain@marsdenheights.co.uk
Website:		Cheque Payable to (if successful):	Positive voices, Marsden heights community college

Organisation Details

What type of organisation are you: <input type="checkbox"/> Charitable Organisation <input checked="" type="checkbox"/> Unregistered Community Group <input type="checkbox"/> Unregistered Charity <input type="checkbox"/> Registered charity <input type="checkbox"/> Charity Number: <input type="checkbox"/> Other (please state) _____	
Do you have a constitution or a set of rules? (please enclose a copy of your constitution)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are you part of a larger organisation? If yes please give details	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Marsden Heights community college
How long has your organisation been operating:	11 years
How many trustees, volunteers and service users are there in your organisation:	6 trustees, 13 volunteers. 1050 users
<u>Tell us about your organisation, its aims and the work you undertake and the main activities:</u> Marsden Heights Community College is a secondary school and responsible for formal education to young people from the age of 11-16. Youth Works at Marsden Heights is a voluntary group which works during school hours, evenings and weekends to provide opportunities for young people to be involved in projects and activities that enhance their experience, develop their personal and interpersonal skills and broaden their horizons. The aim of Youth Works at Marsden Heights is to enable young people to fulfil their potential and have a voice.	

Who benefits from these activities:	<p>Positive Voices is a group from Year 10 who will benefit from gaining experience in planning and delivering a community project that enables young people from Nelson and Brierfield to have an impact in their community in the way of organising and delivering an awareness conference targeting young people in the two areas. The conference will unpack the issues of anti-social behaviour, dangerous drivers, how young people can impact their community and counsellors working with local young people to create an action group that looks at everyday issues in local areas. The beneficiaries of this project will be young people of Nelson and Brierfield and the counsellors who will have access to empowered young people who will help them create positive change. The group will also benefit from a residential in London, visiting parliament and community groups and schools.</p>
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Details of Funding Requested

What is your project called?	Positive Voices	
When will your project start and finish?	Start Date:	April 2022
	Finish Date:	April 2023 (new group will take over)
How will your project benefit the local community within the Nelson town boundary? (use a separate sheet if necessary)		
<p>Through Positive Voices, the aim is to create positive change by empowering young people in Nelson to enable local young people to come together at Unity Hall and tackling issues by organizing events at Unity Hall that will use a table-top exercise method of discussion and capturing the information. This will entail Positive Voices group running discussion tables and the group then moving onto the next discussion table so they get the opportunity to have their say on all issues that will be covered during the event. These workshops will run on a carousel. The issues will be anti-social behaviour, dangerous drivers, how young people can have an impact in their community and introduction to local counsellors who will work together with the young people to set up young people area action groups. Over 1000 at our local high school will benefit from the project, creating awareness on issues outlined above. This will be done by assemblies run by Positive Voices in school and through the school's website and multiple social media platforms.</p>		
<p>Why is this project needed? What advantage will it bring to Nelson? How many people within the Nelson town boundary will benefit from the project?</p>		
<p>This project is needed because we want to empower young people to make positive changes in their community. At present drugs and dangerous drivers are rife on our streets and we do not have enough young people with a positive mindset like the Positive Voices group, and we want to more people on board with this line of thinking which will enable more positive changes to occur within Nelson. This project will be driven by Positive Voices with the help of local counsellors and the aim is to create youth action groups. The aim is to run this project in a local high school as well as Unity Hall from where we will target young people from all works of life, ethnicity and backgrounds to be involved in benefitting their community through positive engagement with local counsellors and adults from the area. Involving young people at this stage in their lives will produce individuals in the community who will have vested interests and the ability, experience and skills to make positive change in their community.</p>		

Please include dates and venue of events if applicable – please include a programme if available:

17th, 18th, 19th November – visit to London

9th -20th Jan – assemblies in school and recruitment of young people for action groups

6th – 17th Feb – event to be planned and ran at Unity Hall during these dates

Project Costs and Finances

Total Cost of Project:	£ 2082	Amount Requested:	£ 1000
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Have you previously applied for grant funding from Nelson Town Council?



Yes



No

If yes, when did you apply? In 2017 for 'The Lark In the Park' in Walverden Park for Positive Voices 4



How much do you receive in primary funds?	Per year £0
What other grants have you received in the last 3 years (amount and from who?) None	
Please attach any other information you think is appropriate for this project, eg insurance cover, health and safety issues, planning permission received, quotations from suppliers and any other relevant information to support your application.	

<p>If your group has been set-up or has been running for less than a year, applicants must supply one business and one personal reference. You must also provide a copy of your latest bank statement with a statement of income and expenditure or other financial information which indicates your financial position.</p>	
<p>Personal Reference:</p>	<p>Business Reference:</p>

Town Councillor Support

<p>Please ensure this section is completed by a Town Councillor who is representing your ward (prior to submitting the application to the Town Council office.</p>			
<p>Nelson Town Council Ward:</p>		<p>Town Councillor:</p>	
<p>Signature:</p>			
<p>Declaration of involvement with the applicant To your knowledge are any of the following likely to benefit in any way if this application is successful. Either directly or indirectly. Another Town Councillor/Relative/Friend/Business Acquaintance/Yourself</p> <p> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>If yes, please give details, ie who and how?</p>			

Checklist and Supporting Documents

Please enclose the following documents with your application. We will only process your application once we have received them.

- ☐ Full and complete copies of your signed, certified and audited latest annual accounts (if your organisation is less than twelve months old, please provide your latest bank statement with a statement of income and expenditure or other financial information which indicates your financial position, and the projected income and expenditure for the next twelve months. You are also required to supply one personal and one business reference)
- ☒ Copy of your organisations constitution or set of rules
- ☐ Copies of your bank statements for the last six months
- ☐ Copies of two written estimates/quotes if you are applying for a grant for equipment/capital item
- ☐ Evidence of any other awards towards the project e.g lottery funding, other bodies
- ☐ A certified copy of the resolution of the organisation to apply for the grant
- ☐ Any other information that is appropriate or relevant to this application (eg insurance cover, health and safety issues, planning permission received)

If you are unable to supply this information, please contact the Town Council office for advice prior to submission.

Declaration

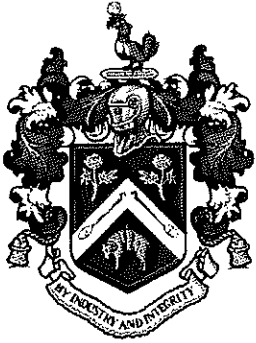
- I am authorised to make this application on behalf of the above organisation
- I certify that the information contained in this application is correct
- I confirm that I have read and understood the Councils criteria for it's small grants scheme
- If the information in the application changes, I will inform Nelson Town Council as soon as possible
- I give permission for Nelson Town Council to record the details of my organisation electronically and contact my organisation by phone, mail or email with information from time to time
- I agree to the terms and conditions of the grant criteria stipulated on this form and will provide evidence to the council to show that the grant has been used in the manner it was intended and will repay any funds that have not been used towards the grant
- I agree to promote Nelson Town Council in all publicity activities in support of the grant awarded
- I agree to comply with any other terms and conditions that the Council may attach to the grant

Applicant Signature: Mashuq Hussain OBE

Date: 14/10/2022

PLEASE SUBMIT YOUR COMPLETED APPLICATION FORM TO:

THE TOWN CLERK
NELSON TOWN COUNCIL
TOWN HALL
MARKET STREET
NELSON
BB9 7LG



Nelson Town Council

Small Grants Funding - Grant Criteria & Conditions

OF APPLICATIONS & TERMS AND CONDITIONS OF GRANTS AWARDED

ective of the Council to encourage local groups to undertake work or projects which are e for the benefit of the residents of Nelson and in a manner commensurate with the ants cannot be made to individuals. Applications will only be considered from ips/organisations who either operate in, or benefit people who live in the Nelson Town Council

warded to voluntary groups and societies, clubs, not for profit organisations or charities used to complement other sources of funding (eg Sports Council, Arts Council, Yorkshire Arts). ouncil expects organisations to make every effort to be self-supporting and a repeated ' be asked for evidence of this. The Town Council will favour grants where other funding/fund n secured. A statement of the financial affairs and fund-raising activities already undertaken ded.

will be considered on their own merits, but in general grants will be awarded for capital is the purchase of equipment, works to buildings, improvements to premises, improvement or o a particular area. In addition the Council may support a community event, festival, other r project. Grants towards running costs, salaries or consumables will not be considered.

l be considered by the Finance and General Purposes Committee. Each application will be ts own merits and will be considered with other applications at the meeting. To ensure as fair a ossible, the Committee will take into account:
amount and frequency of other awards,
Award (s) which will benefit for the grant, and
amount of income and capital of the applicant.

be used to fund religious or political activities and cheques cannot be made payable to an iduals/groups/organisations should normally expect only one grant per financial year.

pplying for a grant must have a constitution, a managing Committee and a bank account with atories. Details must be supplied with the application.

o has applied for and received funding in consecutive years should automatically assume that tinue. Each application will be treated on its own merits

st be properly costed or they will be refused or returned for further details. Retrospective l not be funded where expenditure has been made, the project has been carried out or the 1 place

considering the application may request further information including details of the cation of the organisation, the age range of the membership, the nature and activities of the ll details of how the grant will be applied and the source of other funding.

ge, when considering an application for a grant, considers that it requires additional information on, it may refer its decision to the next meeting of the Committee, but if that information or is not available at that subsequent meeting, the application will be rejected. For this reason encouraged to attend the meeting at which the application will be considered.

y Civic Centre, North

CRITERIA OF APPLICATIONS & TERMS AND CONDITIONS OF GRANTS AWARDED (Continued)

11. Applications which could be interpreted as a request for sponsorship are specifically excluded from the small grants scheme.
12. The recipient must provide Nelson Town Council with a statement of how the money has been used using the feedback form enclosed and returning it to the Town Clerks office.
13. Any unused funds must be returned back to the office within three months of the project ending.
14. Successful applicants must report back to Nelson Town Council and agree to assist in any reasonable promotion of the award as required by the Town Council.
15. Any unused funds must be returned back to the office within three months of the project ending.
16. Successful applicants must report back to Nelson Town Council and agree to assist in any reasonable promotion of the award as required by the Town Council. All Publicity with regards to the grant must refer to the funds being provided by Nelson Town Council and cannot refer to funds being provided by an individual Councillor or Political Group. Within three months of the grant being awarded the applicant may be required to submit a feedback form detailing how the grant was used.
17. The Council wishes to ensure that monies are spent wisely and that community benefit is tracked, we therefore require applicants for grants to note that the successful applicants must provide receipts or other evidence to the Town Clerk/RFO within 6 months on completion of the project. They should show that funds have been used for the purpose specified in the application. The Council may demand a refund of the grant from the applicant or, in the case of an organisation, its Committee, if the grant is not used within six months or for the purpose for which it was made

Butler Sheetmetal Limited
Unit 10
Redscar Works
Burnley Road
Colne
Lancashire, BB8 8ED
United Kingdom
tel: 01282 870033
e-mail: info@butlersheetmetal.com

17cm 10

QUOTATION

Quote No:	141
Date:	27th Sep 2022
Valid to Date:	27th Oct 2022

Prepared For:	Ship To:
Nelson Town Council United Kingdom	Same as 'Prepared For'...

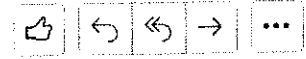
Sales Item	Quantity	Unit Price	Total Price												
Item Budget cost quote To manufacture, galvanise, powder coat and fit 1 metre high extension mesh panels to cover approximately 22 linear metres	1.00	3,780.00	3,780.00												
<table> <tr> <td colspan="2">Total:</td><td colspan="2">£3,780.00</td></tr> <tr> <td colspan="2">VAT:</td><td colspan="2">£756.00</td></tr> <tr> <td colspan="2">Total Inc VAT:</td><td colspan="2">£4,536.00</td></tr> </table>				Total:		£3,780.00		VAT:		£756.00		Total Inc VAT:		£4,536.00	
Total:		£3,780.00													
VAT:		£756.00													
Total Inc VAT:		£4,536.00													

Email received: 27/09/2022

Re: Height extensions for play area



Iron Lab <ironlabdesigns@gmail.com>
To: info@nelsontowncouncil.gov.uk



Tue 20:25

Good Evening Frances,

Sorry for the delay in getting back to you with this I have been really busy lately.

I have pleasure in providing you with the following quotation.

To make and install steel mesh panels to the top of one full side of the play area as discussed, extending the height by 1 metre on cranked posts, finished galvanised would be £3040.00+vat.

Hoping this is acceptable to you, please don't hesitate to contact me if you require any further information.

Kind Regards

Martin Daniels

T & F Steel Designs LTD
T: 01282 612663
M: 07795 593890
E: info@ironlab.co.uk

ITEM 11

FW: Lomeshaye Playground

From: HigsonKeith <keith.higson@pendle.gov.uk>

Sent: Wed, 12 Oct, 2022 at 09:20

To: nick.harbour@nelsontowncouncil.gov.uk

image002.png (36.4 KB) image003.jpg (< 1 KB) – Download all

 Images not displayed. **SHOW IMAGES** | **ALWAYS SHOW IMAGES FROM THIS SENDER**

Hi Nick

Please see below the quote to replace the swing safety surfacing at Lomeshaye playground. Deal direct with Bounceback if it makes it easier Nick.

Regards

Keith Higson
Parks Officer
Environmental Services
Fleet Street Depot, Fleet Street, Nelson BB9 7YQ
01282 661597
Keith.higson@pendle.gov.uk

From: Galen Hayes [mailto:galen@bouncebacksurfaces.co.uk]
Sent: 12 October 2022 09:13
To: HigsonKeith <keith.higson@pendle.gov.uk>
Subject: Lomeshaye Playground

Morning Keith

Price to rip out and replace the swing base in Black EPDM would be £2,473.00

Hope that's ok

Kind regards

Galen

 LOGO
Resized**Galen Hayes****Contracts Manager**

m: 07747 798084

p: 01282 869000 f: 01282 869024

a: Old Birchenlee House, Birchenlee Lane
Colne, Lancashire, BB8 8HLw: bouncebacksurfaces.co.uk e: galen@bouncebacksurfaces.co.uk