

**MINUTES OF BRIERFIELD TOWN COUNCIL MEETING  
HELD AT BRIERFIELD COMMUNITY CENTRE ON MONDAY 1<sup>ST</sup> JUNE, 2021**

**Chair: Councillor Saqib Hussain**

**1. COUNCILLORS PRESENT:**

Mohammed Hanif	Qamar Shazad	Sajjad Ahmed
Naeem Ashraf	Yasser Iqbal	Mohammed Altaf
Iram Ghous		Zahir Imtiaz

**Apologies:** Colette Brown

**2. DECLARATIONS OF INTEREST**

None

**3. MINUTES**

**a. To approve the minutes of the Town Council meeting held on 8<sup>th</sup> March, 2021**

The minutes were approved and signed by the Chair as a true and correct record.

**4. FINANCIAL ISSUES**

**a. To approve the Finance Statement as at 1<sup>st</sup> June, 2021**

The finance statement was approved.

**5. UPDATE ON OUTSTANDING ISSUES**

**a. Clerk Vacancy**

Cllr Iqbal informed members that he was in the process of advertising the vacancy.

**b. Website**

Cllr Shahzad informed members that this was ongoing

**c. Town Hall**

Cllr Shahzad informed members that this was ongoing

**6. NEW ISSUES**

**a. Audit 2019-20**

Cllr Hanif advised members that the internal audit had been completed, all 2019-20 Audit paperwork was discussed and approved, to be submitted to the external auditor including: Annual Governance and Accountability Return 2018/19 Part 3, Internal audit report, Risk Management Assessment, Schedule of Assets, Bank reconciliation, Income and expenditure statement 2018/19, Explanation of variances, Notice of Public rights and publication of AGAR

**b. Flowers**

Cllr Hanif informed members that the winter flowers had been removed and replaced by summer flowers

**c. Peace garden**

Cllr Hanif discussed the peace garden, members were informed that the trees and bushes had been trimmed, all weeding had been cleared, a dead tree had been removed, all of the peace garden had been jet washed included the railing and the entrance, new signage had been installed.

He wanted to record this thanks to Pendle Council and Unique cleaning for providing their services free and Handsford design for giving a huge reduction.

Members thanked Cllr Hanif for his hard work to get this project done within 8 days from start to completion. All expenditure was approved.

**d. Projects**

Members discussed new projects included: gulley cleaning, skips to be located around town, etc.

**e. Bookings**

Cllr Hanif advised members that due to restrictions limited bookings were being taken.

**f. Litter picking**

Members were informed of the initiative that had started a few months ago getting Brierfield cleaned.

**g. Allotments**

Due to the many changes and internal issues in the management committee of Brierfield Allotments, Cllr Hanif suggested Cllr Iqbal and Brown to make contact with Brierfield Allotments to begin discussion with them on the way forward. This was agreed by members.

Signed:

Date: 3<sup>rd</sup> August, 2021

Councillor Zahir Imtiaz