**MINUTES OF BRIERFIELD TOWN COUNCIL MEETING**
**HELD AT BRIERFIELD COMMUNITY CENTRE ON 23rd MARCH 2026**
**Chair: Mohammad Khan**

1. **COUNCILLORS PRESENT:**

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| Mohammed Hanif | Hashim Raza | Sania Mazmal |
| Naeem Ashraf | Yasser Iqbal | Mazhar Iqbal |
| Sajjad Ahmed | Qamar Shahzad | Iram Ghous |

**Apologies:** Mohammad Altaf and Saqlain Ali

2. **DECLARATIONS OF INTEREST** - There were no declaration of interest.

3. **PUBLIC QUESTIONS** - No public questions

4. **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 19TH JANUARY 2026**
The minutes were approved and signed by the Chair as a true and correct record.

5. **TO APPROVE THE FINANCE STATEMENT AS AT 23rd MARCH 2026**
The finance statement was approved.

6. **ISSUES FOR DISCUSSION**

a. **Community Centre / Town Hall**
- Town Hall - Members were informed that 4 site visits have already taken place to assess the renovation work, a schedule of work is currently being prepared.
- Norweb Land - The small piece of land at the back of the town hall is constantly becoming a dumping ground, Norweb has been approached to lease the land to the town council so we can maintain it and keep it clean.
- Community centre - Members were informed that the main doors need replacing and we are looking at undertaking this work in the future.

All the above were accepted and approved.

b. **United Utilities / Wave** - Over 2 years of liaising with Wave regarding Town hall water bill excessive charges and after many phone calls, the water bill issue is hopefully coming to a conclusion. A United Utilities staff came to visit the Town Hall; they have accepted that no water is being used in the building.

c. **Pride in Place Impact funding** - Members were updated on projects that have been agreed with Pendle Council. Pendle Council Executive meeting has approved the projects. Once the funding has been authorised the projects will go ahead.

d. **LUF** - Members were updated on the current LUF work schedule.

e. **Swimming** - Members approved £3,036.60 for swimming.

f. **MUGA's**
- Massey Street and Heyhead park MUGA's require jet washing.
- Members were informed that brand new play equipment will be installed in Sackville Street play area replacing all the old play equipment. Members proposed that all of the play area should be utilised, currently area at back of the play area is not used. Also to ensure seating area for parents should be kept. Members were advised that a new ZIP line will be installed.
- Additional improvements will be undertaken on Sackville Street and Taylor Street MUGA's including upgrading the flood lights, resurfacing, etc.

Members were happy with the improvements suggested in the play area and MUGA's, all were accepted and approved

**g.** **Insurance** - Insurance renewal was approved.

**h.** **Audit**

- Audit 2025-26 was discussed by members. Members approved that APR Accountancy Services Ltd should be used as the internal auditor. Members were also advised that the external auditor is PKF Littlejohn LLP, which had been appointed by the Government.
- Members were advised that all paperwork relevant to the 2025-26 audit will be given to the internal auditor including invoices, payments made, Accounts (Income - Expenditure), risk management assessment, schedule of assets and contact details, etc. Members approved that all documents should be forwarded to the internal auditor.

  All documents will be presented at the next council meeting for approval before being sent to the external auditor.

**i.** **Transfer of Assets** - Members were updated on assets and the way forward.

**7.** **Mayor's report** - The Mayor presented his report.

Signed: Date: 02-06-26

Councillor Sajjad Ahmed