

**MINUTES OF BRIERFIELD TOWN COUNCIL MEETING
HELD AT BRIERFIELD COMMUNITY CENTRE ON 8TH SEPTEMBER 2026
Chair: Sajjad Ahmed**

1. COUNCILLORS PRESENT:

Mohammed Hanif	Yasser Iqbal
Naeem Ashraf	Qamar Shazad
Adeel Waseem	Mohammad Khan

Apologies: Iram Ghous, Sania Mazmal, Mohammad Altaf, Hashim Ahmed, Mazhar Iqbal 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 20TH JULY 2026

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

5. TO APPROVE THE FINANCE STATEMENT AS AT 8TH SEPTEMBER 2026

The updated finance statement was approved.

6. ISSUES FOR DISCUSSION

a. Community Centre / Town Hall

Town Hall

Members were informed that:

- Plumbing and radiators have been removed in the relevant WC's, Stone Oak will now be able to remove the plaster.
- Speakmans will be arranging a cherry picker for checking the front of the roof, front gutter and check window frame mastic / sealant, etc.
- Pendle council are in the process of getting costings for the re-decoration.
- Catchpoint have been appointed to maintain alarm, fire and security systems in the Town hall from 1st September.

Community Centre

A review of the refurbishment works to be undertaken will be carried in the coming weeks.

All the above were approved by members.

- b. PIPIF / UKSPF** - members were advised that Pendle Council Executive Committee had agreed to the changes BTC had suggested.
- c. Transfer of Assets** - members were informed that legal documents of ownership of the 5 MUGA's and play areas have been received from Pendle Council. BTC will now need to employ a solicitor, this was agreed.
- d. Remembrance Sunday** - this will be taking place on Sunday 8th November 2026
- e. Mayors Chain** – the chains have been refurbished
- f. CRS programme** – members were updated on the Pendle Crisis and Resilience Fund
- g. Christmas Light Switch on** - the event date will take place on 20th November. The tree has been ordered; Magician and other acts have been booked. Jumping castle

needs to be booked. BTC will need to undertake a stress test for all lighting columns and obtain a license from LCC

- h. **Audit** - members were advised that we have received the final report from the external auditor and have received a clean report.
 - i. **Website** - The website has been updated.
 - j. **DI forms / procedures** – members were advised that a few councillors needed to update their declaration of interest forms, those members have been notified. The following procedures were discussed and approved: complaint procedure, publication scheme, members code of conduct and standing orders.
 - k. **Legacy fund** - Members were updated on this fund.
7. **Mayor's report** - The Mayor presented his report.

Signed:
Councillor Sajjad Ahmed

Date: 19th October 2026