



## NELSON LONG TERM PLAN BOARD

Wilson Room, Town Hall,  
Nelson

Friday, 14th February 2025 at 10am

### PRESENT

### MEMBERS

Claire Bennett, In the Chair  
Rose Rouse  
County Councillor Ashley Sutcliffe  
Jonathan Hinder  
Cllr Asjad Mahmood  
Christine Blythe  
Inspector Rob Grey  
Sgt Carl McCoy  
Rauf Bashir

Positive Action in the Community  
Pendle Borough Council  
Lancashire County Council  
Member of Parliament  
Pendle Borough Council  
Burnley, Pendle and Rossendale CVS  
Lancashire Constabulary  
Lancashire Constabulary  
Building Bridges

### OFFICE

Karen Spencer  
Phillip Spurr  
Iftikhar Bokhari  
Sandra Farnell

Pendle Borough Council  
Pendle Borough Council  
Pendle Borough Council  
Pendle Borough Council

### 1. Apologies for absence

Apologies for absence were received from Sajad Butt, Joel Feingold, Lisa O'Loughlin, Mike Nuttall, Dr Irfan Chaudhary and Cllr Zafar Ali.

It was agreed that Sandra would contact Nelson & Colne College to ask if Lisa could not attend, due to other work commitments, that a deputy attend in her absence.

### 2. Declarations of Interest

None

### **3. Minutes**

The minutes of the last meeting were accepted as a true record.

### **4. Actions arising from the Minutes.**

None

### **5. Revised Terms of Reference.**

A report was submitted to the Board to provide an update on the Terms of Reference Board Membership.

It was agreed that Cllr Asjad Mahmood would contact Imam Afaq Khan regarding future attendance at Board meetings.

Christine Blythe advised that BPRCVS already work with several faith organisations and would be happy to provide feedback to future Board meetings on their behalf.

### **6. Draft Job Descriptions**

A report was submitted to the Board providing two draft job descriptions for roles designed to support the Long Term Town Plan programme.

These roles included a Programme Manager and a Community Development Officer.

It was agreed that the role of the Programme Manager would be to provide the strategic development of the LTTP fund, provide support to the Board and liaise with Government on monitoring going forward.

The Board discussed whether the Community Development Officer role should be community managed. It was agreed that the role being Council managed, but within the Community would help to maintain focus at a grass roots level, whilst ensuring equal opportunities for all organisations. The Board agreed that the role will add a new creative and collaborative dynamic to existing resources, will add value, and will support the Programme Manager to help unlock future funding for the Long-Term Town Plan, and by working with other local Community organisations create a ripple effect across Pendle.

It was confirmed that both roles would be permanent.

Action: - Sandra asked the Board to consider the organisations in Nelson where the Community Development Officer could be based.

## **7. AOB**

It was noted that this would be Rose's last Board meeting. Claire, on behalf of the Board thanked Rose for all her hard work and support. And wished her the very best in her new role as Chief Executive at Darlington Borough Council.

Jonathan advised the Board that it was envisaged that new government guidance on the LTTP would be provided April/May 2025.

The Board agreed that the transition from Town Deal, which comes to an end in 2026 and Long Term Town Plan projects which will commence in full in 2026 will need marketing. It was essential that preparatory work continued around key projects and the momentum of community engagement is not lost.

To this end, further engagement with community groups, to be coordinated by the community development worker, will be undertaken. Along with exploring the potential of financially resourcing this at project level, to then allow organisations the capacity to prioritise and acknowledge their value of engagement.

## **8. Date of Next Meeting**

Please note that the meeting on 19<sup>th</sup> March 2025 has been cancelled.

The next meeting will be on Tuesday 15<sup>th</sup> April 2025 at 3pm, Wilson Room Town Hall, Nelson.