NELSON NEIGHBOURHOODS BOARD

Nelson Town Hall, Wilson Room

Tuesday 22nd July 2025 at 10am

PRESENT

MEMBERS

Sajad Butt, In the Chair (SB)	3B Systems
Christine Blythe (CB)	Burnley, Pendle and Rossendale CVS
Inspector Rob Grey (RG)	Lancashire Constabulary
Ruth Thompson (RT)	Representing Jonathan Hinder MP
Rauf Bashir (RB)	Building Bridges

OFFICERS

Ryan Gifford (RG)	Pendle Borough Council
Sandra Farnell (SF)	Pendle Borough Council
Sue Rae (SR)	Pendle Borough Council
Mevish Mahmood (MM)	Pendle Borough Council

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1. Apologies for absence

Apologies for absence were received from Claire Bennett, Jonathan Hinder MP, Lawrence Conway, Lisa O'Loughlin, Dr Irfan Chaudhary, Karen Spencer and Phillip Spurr.

2. Declarations of Interest

None

3. Minutes

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

4. Website

It was highlighted the importance of a clear explanation of the programme's purpose and goals be the focus of the website. It was agreed that in the future the website could use surveys or a feedback mechanism to ensure it remains relevant and aligned with user needs.

It is essential that in the planning stage of the website to define it use and purpose. It was noted that funding should be allocated over the 10years to ensure that we have a fit for purpose website or other form of engagement.

It was reported that the initial work on the Long-Term Town Plan (LTTP) website had begun but was paused due to a new government. The website is not being updated, and a new domain name is now being purchased to enable the site to become live.

It was stressed the importance of an interactive website. It should offer a clear entry point for users to engage with the programme, including features that support mobile use, ongoing data capture, and links to related other council programmes e.g. Nelson Town Deal.

It was agreed that a website is essential. It should provide both basic information and a platform for communication.

5. Documents available from the Government website.

Information was given to the board about the availability of useful documents on the government website, which provide valuable guidance for the programme. Board members were encouraged to view these documents as these will be used in the future planning and delivery of the programme.

SR reported that the recent visit from the Ministry of Housing, Communities and Local Government (MHCLG) went very well.

SB asked who the main contacts will be from the Ministry of Housing, Communities and Local Government (MHCLG). It was confirmed that Tish Gil and Davina Collison will be the primary contacts. It was noted that MHCLG are also learning as the programme progresses. MHCLG currently hold monthly online Q&A sessions, and SR & MM will continue to keep the board updated on any developments.

SR reported that a Regeneration plan is required for the next 10 years, and an Investment Plan is required for the first four years. It was explained to the board that their input and guidance will be essential to move forward with writing both plans. It is imperative that the programme re-engage with all aspects of the community and promote the Plan for Neighbourhoods programme to raise public awareness.

6. Proposed work group/ Steering Group

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It was suggested that we should organise workshops to explore ideas and develop both plans. The board agreed with this suggestion. SR and MM to arrange this.

SR request clarity around the status of the Expressions of Interest (EOIs)/proformas that had previously been submitted under the LTTP. These were initially gathered as part of the LTTP and used to inform the Investment Plan.

A discussion took place as to whether the EOIs/proformas should still be used or whether there is a need for a new application process.

The board expressed concern that the initial LTTP process was tight and rushed, potentially leading to an unfair process. It was emphasised that future processes should be transparent, fair and inclusive to everyone in Nelson. It was proposed that this issue be reviewed in one of the workshops.

It was agreed there was a need to revisit the LTTP and how this now fits with the PfN. It was recommended that two workshops be delivered:

1. Workshop 1: To revisit the LTTP and how this now fits with the PfN.
2. Workshop 2: To discuss funding priorities and how they are allocated, ensuring fairness and managing expectations.

It was agreed that organising these workshops should be made a priority before the next Board meeting, to ensure progress is made and planning is inclusive and strategic.

7. Projects – next steps

Discussed above.

8. Dates and times of board meeting

It was noted that attendance at recent board meetings had been low. The board discussed whether the current date and time of meetings may be a barrier to attendance and whether changes should be made to improve participation.

Board members indicated their availability for morning and evening meetings.

It was suggested that weekends might work better for some members or holding meetings at 8:00 AM on Fridays as a possible alternative.

The board agreed to explore alternative scheduling options to improve attendance and ensure broader participation. SR/MM will follow-up to determine a time that works for the majority.

9. AOB

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The board was informed of the recent resignation of Mike Nuttall and a letter of thanks on behalf of the board was to be sent.

A handover of responsibilities from SF to SR/MM for the Plan for Neighbourhoods Programme has now taken place and SF notify the board this would be the last meeting she attended. The board expressed its appreciation and thanked SF for all her hard work.

10. Actions

- SR & MM will continue to keep the board updated on any developments.
- SR & MM to organise two workshops before the next board meeting: **Before 23rd September**
    - Workshop 1: Revisit and update the regeneration plan.
    - Workshop 2: Discuss funding priorities and how to manage expectations.
- Board to review existing Expressions of Interest (EOIs)/proformas and decide whether to use the existing or look at a new process. **Before 23rd September**
- SR/MM Explore alternative board meeting dates and times to improve attendance (e.g., mornings, evenings, Fridays at 8am, weekends). **Before 23rd September**

11. Date of Next Meeting

The next meeting will be on Tuesday 23rd September at 9am in the Wilson Room, Nelson Town Hall.

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