



Nelson Town Council

Nelson Town Council
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Assistant Town Clerk: Mr Nicholas Harbour
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26 August 2020

To members of the Events, Promotional and Marketing Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **Events, Promotional and Marketing Committee**. To be held at via Zoom on **Wednesday 02nd September 2020** at **7.00pm** or upon the rise of the Environmental Improvements Committee.

Members of the public wishing to attend the meeting should be in touch with the Assistant Town Clerk via email before 16:00 on the day of the meeting to allow a chance for the code to access the meeting be distributed. The meeting will be held through the app 'Zoom' (<https://zoom.us/signup>) and will need to be downloaded in advance of the meeting.

To request attendance please email info@nelsontowncouncil.gov.uk

N. Harbour

Mr Nicholas Harbour
Assistant Town Clerk to the Town Council

Committee Membership

Councillor Russell Tennant (Chair)	Councillor Sadia Bashir (Vice-Chair)
Councillor Omar Ahmed	Councillor Laura Blackburn
Councillor Faraz Ahmad	Councillor Zafar Ali
Councillor Ali Hamza Baig	
Chair or Vice Chair of Council (Ex-Officio)	

Committee Terms of Reference contained within the Scheme of Delegation

Recording of Council Meetings

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted

Public Participation

- Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting

- Any member of the public shall not speak for more than five minutes.
- A question asked by a Member of the Public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written response will be provided subsequent to the meeting.

AGENDA

1.	<p>Apologies for Absence To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.</p>
2.	<p>Declarations of Interests To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.</p> <p>Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.</p>
3.	<p>Adjournment for Public Participation To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.</p>
4.	<p>Minutes To approve the draft minutes of the Events, Promotional and Marketing committee meeting held on 04 March 2020 (previously circulated)</p>
5.	<p>Cancellation of Events in the town due to Covid-19 To note that the Easter Extravaganza and Summer Football Marathon events were cancelled due to safety reasons linked to Covid-19.</p>
6.	<p>Lancashire Day and Christmas Lights Switch on Event To consider plans for Lancashire Day and the Christmas Lights Switch on Event. (See report).</p>
7.	<p>Events Budget To note the event budget underspend following the cancellation of the Summer Football Marathon event. (See report).</p>
8.	<p>Pride of Nelson Awards At the last meeting of the Events, Promotional and Marketing meeting, Members requested that an item be added to this agenda around the Pride of Nelson Awards.</p>
9.	<p>Annual Newsletter To resolve the content, production and delivery of the newsletter.</p>
10.	<p>Any items for discussion for a future agenda To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p>

11.	Date of the Next Committee Meeting To note the date of the next committee meeting which is scheduled for 02 nd December 2020.