



# Nelson Town Council

**Nelson Town Council**  
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**Town Clerk: Ms Safia Kauser**  
**Email:** [townclerk@nelsontowncouncil.gov.uk](mailto:townclerk@nelsontowncouncil.gov.uk)  
**26 February 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 the Selina Cooper Hall, Unity Wellbeing Centre, Nelson, on Wednesday **04<sup>th</sup> March 2020** at 7.00pm or upon the rise of the Environmental Improvements Committee

*N. Harbour*

Mr Nicholas Harbour  
**Assistant Town Clerk to the Town Council**

**On behalf of**

*S. Kauser*

Ms Safia Kauser  
**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 Saanval Safir
Councillor Ali Hamza Baig	Councillor Zafar Ali
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.

## **A G E N D A**

<b>1.</b>	<p><b>Apologies for Absence</b> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.</p>
<b>2.</b>	<p><b>Declarations of Interests</b> 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>
<b>3.</b>	<p><b>Adjournment for Public Participation</b> 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>
<b>4.</b>	<p><b>Minutes</b> To approve the draft minutes of the Events, Promotional and Marketing committee meeting held on 04 September 2019 (previously circulated)</p>
<b>5.</b>	<p><b>Lancashire Day and Christmas Lights Switch on Event</b> To receive feedback on the Lancashire Day and Christmas Lights Switch on Event event held on 23 November 2019.</p>
<b>6.</b>	<p><b>Calendar of Events 2020/21</b> To finalise dates and times for the events due to take place in 2020/21. Events include:</p> <ul style="list-style-type: none"> <li>• Easter Extravaganza</li> <li>• Football Marathon</li> <li>• Lancashire Day and Christmas Lights Switch On</li> </ul>
<b>7.</b>	<p><b>Food Festival Event 2020</b> To discuss the potential of holding the Nelson Food Festival in 2020.</p>
<b>8.</b>	<p><b>Festival of Culture</b> To discuss supporting the Festival of Culture which is organized by Building Bridges.</p>
<b>9.</b>	<p><b>Easter Extravaganza</b> To receive an update from the Assistant Town Clerk in relation to the upcoming Easter Extravaganza event and to finalise any details which need to be incorporated into the day.</p>

<b>10.</b>	<b>Pendle Business Awards 2020</b> To receive an update around the Pendle Business Awards sponsorship and discuss the details which are to be provided to Pennine Events around the promotional work to be done on behalf of the Town Council.
<b>11.</b>	<b>Annual Newsletter</b> To resolve the content, production and delivery of the newsletter.
<b>12.</b>	<b>Any items for discussion for a future agenda</b> To notify the Clerk of any matters for inclusion on the agenda of the next meeting.
<b>13.</b>	<b>Date of the Next Committee Meeting</b> To note the date of the next committee meeting is yet to be finalised, however it is likely to take place in June 2020.