



**Minutes of an Extraordinary meeting of the Events, Promotional and Marketing Committee
held on Wednesday 03rd November 2021 in the Selina Cooper Hall, Unity Well Being Centre, Vernon Street, Nelson**

Commenced: 7.30pm - Concluded: 8.15pm

Councillors Present: Sadia Bashir [Chair], Nigel Pearson-Asher and Russell Tennant

Absent Councillors: Faraz Ahmad, Husnan Arshad, Mashuq Hussain, Atique Rehman and Ikram Ul-Haq

Non-Councillor (without voting rights): None

Observing Councillors (not a member of the committee): Michelle Pearson-Asher

Officers: Nick Harbour – Assistant Town Clerk [minute taker]

Members of the Public: None

2021/034 (EPM)	<p><u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.</p> <p>Proposed by Councillor Bashir and Seconded by Councillor Tennant, and RESOLVED: That the apologies received from Councillor Faraz Ahmad, are approved and accepted.</p>
2021/035 (EPM)	<p><u>DECLARATIONS OF INTERESTS</u> 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>None declared.</p>
2021/036 (EPM)	<p><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u> 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> <p>No members of the public were present at the meeting.</p>
2021/037 (EPM)	<p><u>PRIDE OF NELSON AWARDS</u> To discuss the upcoming Pride of Nelson Awards due to take place on Thursday 11th November 2021.</p> <p>Councillor Sadia Bashir updated those present with the following information:</p>

- The venue has now been confirmed as the Fence Gate Inn and will take place on Thursday 11th November 2021.
- Judges have been through the nominations and selected the winners along with two finalists
- The host and lighting company have now been arranged for the evening
- Finalists are currently being contacted inviting them to the ceremony
- Work ongoing for the final draft of the brochure and certificates along with the trophies for the winners and certificates for the other finalists

Proposed by Councillor Nigel Pearson-Asher and Seconded by Councillor Tennant, and **RESOLVED:** That Web Print Go are appointed to design and create the certificates, trophies, standing banner and brochure for the ceremony. The trophy design will be the prism option from the choices made available to Members.

Action: The Assistant Town Clerk to contact Web Print Go with all the relevant information needed to go on the trophies, certificates and content for the brochure.

Action: Councillor Tennant to source some golden envelopes for the winners names to be placed in to be opened on the night of the awards.

The Fence Gate were also requesting a finalised menu. Members discussed this from the options provided and decided:

Proposed by Councillor Tennant and Seconded by Councillor Bashir, and **RESOLVED:** That the below options are selected for the meal on the night of the Pride of Nelson Awards:

Starter: Lancashire Cheese Tart or Homemade Soup
 Mains: Pan-seared Chicken Breast or Vegetable Wellington
 Dessert: Classic Lemon Tart

2021/038
(EPM)

NELSON WINTER FESTIVAL

To discuss and plan the Nelson Winter Festival due to take place on Saturday 27th November 2021.

The Assistant Town Clerk briefly ran through a number of activities which they had obtained quotes for:

Proposed by Councillor Bashir and Seconded by Councillor Tennant, and **RESOLVED:** That the following activities are approved and booked for the event to be held on Saturday 27th November 2021

- Funfair rides (LJS Funfairs)
- Stage including music and entertainment (Olly Houldsworth)
- Christmas stalls (various)
- Fireworks (Blitz Fireworks)
- Food stalls (Fish and Chip Van UK & Yum Yum)
- Snow globe (Let It Snow Globe)
- Reindeers (North West Reindeer Hire)
- Ice rink (Starlite Entertainments)
- Marquee (Nationwide Marquees)

A further discussion will need to take place around advertisement – this will likely be done as with previous events via social media, word of mouth and a leaflet drop at local schools. A suggestion was also made that the library are contacted to see if they would like to get involved as they did in 2019.

	<p>Action: Councillor Nigel Pearson-Asher to contact the library to see if they would like some involvement in the event.</p>
2021/039 (EPM)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u> To notify the Clerk of any matters for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> • World War II travelling museum
2021/040 (EPM)	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u> To note the date of the next committee meeting which is scheduled for 01st December 2021.</p> <p>Members noted the date of the next meeting.</p> <p>The meeting was closed by the Chair at 8.15pm.</p>