



**Minutes of a meeting of the Events, Promotional and Marketing Committee
held on Wednesday 1st June 2022 in the Selina Cooper Hall, Unity Well Being
Centre, Vernon Street, Nelson**

Commenced: 7.15pm - Concluded: 8.30pm

Councillors Present: Faraz Ahmad, Zafar Ali, Nigel Pearson-Asher, Russell Tennant and Ikram Ul-Haq

Absent Councillors: Husnan Arshad, Nigel Pearson-Asher, Atique Rehman and Mohammad Sakib

Non-Councillor (without voting rights): None

Observing Councillors (not a member of the committee): Sadia Bashir, Mohammad Kamran Latif and Yvonne Tennant

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

Members of the Public: None

2022/001
(EPM)

ELECTION OF COMMITTEE CHAIR

To elect a committee chair for the ensuing year

Proposed by Councillor Russell Tennant and Seconded by Councillor Ali, and

RESOLVED: That the Councillor Faraz Ahmad is elected as Chair of the Events, Promotional & Marketing committee for the year 2022-23.

2022/002
(EPM)

ELECTION OF COMMITTEE VICE-CHAIR

To elect a committee vice-chair for the ensuing year

Proposed by Councillor Ali and Seconded by Councillor Ahmad, and

RESOLVED: That the Councillor Mashuq Hussain is elected as Vice-Chair of the Events, Promotional & Marketing committee for the year 2022-23.

2022/003
(EPM)

APOLOGIES FOR ABSENCE

To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.

Proposed by Councillor Ali and Seconded by Councillor Hussain, and

RESOLVED: That the apologies received from Councillor Nigel Pearson-Asher are approved and accepted.

2022/004 (EPM)	<p><u>DECLARATIONS OF INTERESTS</u></p> <p>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>
2022/005 (EPM)	<p><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u></p> <p>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 for the meeting.</p>
2022/006 (EPM)	<p><u>MINUTES</u></p> <p>To approve the draft minutes of the Extraordinary Events, Promotional and Marketing committee meeting held on 27 April 2022 (previously circulated).</p> <p>Proposed by Councillor Ali and Seconded by Councillor Tennant, and RESOLVED: That the draft minutes of the Extraordinary Events, Promotional and Marketing committee meeting held on the 27 April 2022 be confirmed as a true record and be signed by the Chair.</p>
2022/007 (EPM)	<p><u>NELSON SPRING FESTIVAL</u></p> <p>To receive feedback following on from the Nelson Spring Festival which took place in May 2022.</p> <p>The Chairman gave some brief feedback around the Nelson Spring Festival which was held in early May. The weather was good for the day and well over 500 residents attended the festival. All the attractions were well utilised and Councillors who spoke with residents throughout the day overall had positive feedback.</p> <p>Members discussed ways in which future events could be improved. Ideas included utilizing the space around the Shuttle a bit more, more town council bunting and banners to show residents who was putting the event on and also a feedback stall so residents can pass on their comments on how they think the event went and ideas for future events.</p> <p>Members noted the update.</p>
2022/008 (EPM)	<p><u>NORTHWEST IN BLOOM AWARDS 2022</u></p> <p>To discuss and plan the Northwest In Bloom competition entry, due to take place in July 2022.</p> <p>Councillor Ali and the Assistant Town Clerk had recently been out on a site visit around the town centre in preparation for the upcoming Britain in Bloom judging day. This has now been set for Tuesday 12th July 2022. The new lighting planters have been installed throughout the town centre but a number of issues the judges picked up on last year remain. Weeding needs to be done in the main area, signage needs cleaning and the benches all could do with painting or varnishing. If these improvements are made, it will of course mean there would be a better chance of achieving a Gold Award for Nelson Town Centre. It is up to the Council which area the judges view, so a route needs planning around the best areas of the town which are likely to impress the judges the most.</p> <p>It had been resolved at the earlier Environmental Improvements committee meeting that Councillor Ali and the Assistant Town Clerk are assigned to plan the route to take the judges on 12th July, and that the Town Council handyman is requested to work in the town centre in the week leading up to the judges visit to ensure that the town centre is as clean as possible. Councillors are also to be requested to litter pick the area the weekend before the visit.</p>

Signed Chair:

Dated:

	Members noted the update.
2022/009 (EPM)	<p><u>NELSON TOWN COUNCIL NEWSLETTER SPRING 2022</u> To discuss and plan the content for the Nelson Town Council Spring 2022 newsletter.</p> <p>Councillors were presented with the latest draft of the Spring 2022 newsletter and asked for any comments or changes which they thought may be appropriate before the designers are asked to prepare a final draft.</p> <p>A number of changes were identified which were noted down by the Assistant Town Clerk who will pass on to the designer and he will circulate the next draft with the changes recommended at this meeting.</p> <p>Members also agreed that work for the 2023 newsletter can start as soon as this years has been finalized to allow maximum time for delivery and also so that articles can be written whilst fresh in the memory after things like events.</p> <p>Action: The Assistant Town Clerk to send the proposed changes to the designer and ask that a revised draft be sent back with the updates.</p>
2022/010 (EPM)	<p><u>QUEEN'S JUBILEE</u> To discuss and plan upcoming Queen's Jubilee due to take place in June 2022.</p> <p>The Assistant Town Clerk notified those present that plans had now been finalized for the Queen's Jubilee event due to take place on Saturday 04th June 2022. As agreed at the last meeting, a Jacob's Join event was organized at the Unity Well Being Centre. This has now been advertised on the Council website, posters around the town centre and on notice boards and also on the new electronic advertisement board in the town centre.</p> <p>Food has been ordered and the hall decorated appropriately with Union Jack flags. Cups, plates and cutlery has all arrived ready for the event.</p> <p>Bunting has also been ordered for the town centre and this will be put up immediately after this meeting concludes.</p> <p>All Councillors are asked to attend the event if possible, and of course remind residents in their ward that the event is taking place.</p> <p>Members noted the update.</p>
2022/011 (EPM)	<p><u>EID LIGHTING</u> To receive an update around the Eid lighting in the town centre.</p> <p>The Assistant Town Clerk notified those present that the Eid lighting which this committee selected at the previous meeting has now been ordered. The manufacturers have assured the office that these will be made and installed well in advance of the next Eid celebration due to take place in July.</p> <p>Members noted the update.</p>
2022/012 (EPM)	<p><u>WORK WITH BUILDING BRIDGES</u> To discuss potential opportunities to work alongside Building Bridges.</p> <p>This is a standing item to discuss future projects in which the town council can work alongside Building Bridges for future events.</p> <p>Unfortunately, Building Bridges were unable to attend the Spring Festival this year due to</p>

	<p>unforeseen circumstances. They are hosting a Peace Walk next week and Councillors have been invited along to attend the event.</p> <p>Councillor Faraz Ahmad is also now attending the Building Bridges event workshops.</p> <p>Members noted the update.</p>
2022/013 (EPM)	<p><u>NEW EVENT OPTIONS – CURRY FESTIVAL AND CLOTHING MARKET</u></p> <p>To discuss the potential of starting up new events in the town centre, namely a curry festival and/or a clothing market</p> <p>Councillor Nigel Pearson-Asher had at a previous meeting requested that this committee investigate the possibility of hosting a curry festival or a clothing market. Unfortunately he had passed on his apologies for this meeting so was unable to give an update around the ideas.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Ahmad, and RESOLVED: That this item is deferred until the next meeting of the Events, Promotional and Marketing committee.</p>
2022/014 (EPM)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>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 lectures • Entry Signage • Carr Road Gateway • Website, virtual high street and totem
2022/015 (EPM)	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></p> <p>To note the date of the next committee meeting which is scheduled for 07 September 2022.</p> <p>Members noted the date of the next meeting.</p> <p>The meeting was closed by the Chair at 8.30pm.</p>