



NELSON TOWN COUNCIL
MINUTES OF AN EXTRAORDINARY MEETING OF THE EVENTS, PROMOTIONAL
AND MARKETING COMMITTEE
held in the Council Chamber, Nelson Town Hall, Nelson
on Wednesday 13th February 2019 at 6.10pm

Councillors Present: Cllr Mohammed Kamran Latif [Chair], Zafar Ali, Mashuq Hussain OBE, Sadia Bashir

Absent Councillors: Cllr Adrian Barrett, Cllr Nazeem Hayat

Non-Councillor (without voting rights): None in attendance

Observing Councillors (not a member of the committee): None

Officers: Safia Kauser - Town Clerk/RFO [minute taker]

Members of the Public: Zero

2018/042 **APOLOGIES FOR ABSENCE**
(EPM) To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting

There were no apologies for absence received.

2018/043 **DECLARATIONS OF INTERESTS**
(EPM) Members are reminded of the legal requirements concerning the declaration of interests. A Member 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.

There were no declarations of Interest.

2018/044 **ADJOURNMENT FOR PUBLIC PARTICIPATION**
(EPM) 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.

No members of the public present.

2018/045 **MINUTES**
(EPM) To approve the draft minutes of the Extraordinary Events, Publicity and Marketing committee meeting held on 22 January 2019

Signed Chair:

Dated:

Proposed by Councillor Z Ali and Seconded by Councillor Mashuq, and
RESOLVED: That the minutes of the Extraordinary Events, Publicity and Marketing committee meeting held on the 22 January 2019 be confirmed as a true record and signed by the Chair.

2018/046
(EPM)

ANNUAL NEWSLETTER 2018/19

To review the draft newsletter and agree any final changes prior to production.

The Clerk explained that the editor and publishers would need any final changes to be sent no later than the close of play on Thursday 14th February as the newsletter will need to be finalized and sent to the printers on Friday.

The committee were requested to review the newsletter for any grammatical errors. Members then commenced a review of each individual page and made comments:
Front Page – strike out NTC and replace with Nelson
Page Two – replace Nelson with Nelson Town Council. Annual meeting advert, Town Clerks office is to be replaced with Town Council office.

As the committee were scheduled to attend another meeting, they were unable to go through the rest of the newsletter. The Clerk pointed out that the Council had appointed a professional editor who had provided the editorial on all of the content within the newsletter. It was agreed that the Chair would send any further comments to the Clerk for consideration.

2018/047
(EMP)

DATE OF THE NEXT COMMITTEE MEETING

It was noted that the date of the next committee meeting scheduled for Wednesday 06 March 2019 at 7.00pm, Unity Wellbeing Centre

The meeting was closed by the Chair at 6.30pm.