



**MINUTES A MEETING OF THE EVENTS COMMITTEE
on Monday 6th January 2020 at 7pm
in the Council Chamber of Colne Town Hall**

In attendance: Councillor Neil Butterworth, Councillor Mark Chung, Councillor Sarah Cockburn-Price, Councillor David Cockburn-Price, Councillor Kevin McNulty, Councillor Mary Thomas and Councillor Howard Thomas.

1. Welcome

Councillor M Thomas welcomed all to the January meeting of the Events Committee.

2. Apologies

Apologies received from Councillor Emma Cornish, Councillor Dorothy Lord and Councillor Jonathan Nixon.

3. Minutes

To approve as a correct record the Minutes of the meeting held on 7th October 2019.

The Minutes of the 7th October 2019 meeting were accepted as a true record

Proposed by Cllr N Butterworth

Seconded by Cllr K McNulty

Approved unanimously by Committee

4. Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

No declarations received.

5. Public Forum

To consider questions, statements or petitions from members of the public who are welcome to the meeting and have a total collectively of 15 minutes to make their representations to the Committee.

No public in attendance.

6. Colne Grand Prix

To receive an update on the Colne Grand Prix.

The Members were updated that the planning for the Grand Prix is underway and that the three main sponsors are back on board. The local sponsors were written to before the festival break, two of which have confirmed back already that they will be sponsoring the event again this year.

The other businesses will be written to before the end of January about becoming a sponsor for the first

time this year.

British Cycling still have to confirm the event date, but the final is returning to Colne and this should mean that the race is no longer during term time.

Members were updated that CCDP would like to do 4 races within the same time frame as previous years. The additional race would be a women's support race which will increase the event popularity and therefore the income received from those who enter the race. The Committee Members were all in favour of this as long as the road closure didn't have to be put in any earlier.

7. Christmas in Colne

To receive feedback from Christmas in Colne.

Colne Town Council received the Following feedback about the Christmas in Colne event;-

- One business complained about the road closure
- The music for the finale wasn't Christmas music e.g. Come on Eileen
- Issues with the torches – it was a busier event than previous years, looking at more buckets to put them out in and have a mixture of them, some with sand some with water
- CTC were disappointed that 6 stalls (18 meters of frontage) did not show for various reasons – however they had paid already so financially we didn't suffer.
- Snow globe left snow on the pavement – this was attempted to be swept up but as it was wet it was very difficult. If they come again next year check that it is a decomposable substance
- Great event, very family friendly and varied
- Stage needs more lights on it
- Great firework display
- Traders who did attend were very happy with the layout and felt it gave them the best trading opportunity

Members had a discussion about the event and are going to keep the format very similar for next year but would like to look into a couple of changes. These include :-

- Closing the road fully for the parade.
- Having a mixture of water and sand buckets for the parade torches to be put out in.
- Investigate if it would be possible to get drone footage of the parade.
- Ensuring all businesses/traders are aware of the events and the closures as soon as possible.

8. VE Day

To discuss the VE Day event.

The plans for this event are underway and the Town Clerk will be meeting with the Veterans Breakfast Club to discuss what they would like to happen at the event so that CTC as the responsible body for the event can organise what is needed and complete the correct Health and safety requirements.

Councillor S Cockburn-Price updated the Committee Members that the planning of the school projects was underway and agreed by the schools subject to receiving the HLF funding. Also discussed was that the Council Office needed to be made aware of these plans and the costs associated so that the relevant purchase orders could be raised and the payments authorised.

ACTION: Town Clerk to contact HLF to see if there is any movement on the application.

9. Road Closures

For the Committee members to discuss and agree the road closures for the 2020 events.

The Committee Members discussed the events which would require road closures for 2020 events and agreed that the following closures be applied for;-

VE Day (TBC) to incorporate the Parade

Colne Grand Prix - Full Closure of the circuit – 3pm until 11.30pm

Remembrance Sunday - TBC

Christmas in Colne - Full Closure from Windy Bank to the Skipton/ Keighley Road Junction - 8am until 11pm

Full Closure of Albert Road for the Parade - 5pm until 6.15pm

ACTION: Town Clerk will write to all businesses in January to let them know the details of the closures and to attend the next BID meeting.

10. Councillors' Questions

Questions under this item are for discussion and information only and any debate should be limited to five minutes only.

The Councillors asked about the current recruitment of the new Events and Administration Assistant. They were updated that there had been a number of interesting applications of the deadline for people to apply was the 10th January 2020.

11. Date & Time of Next Regular Meeting

The next Events Committee meeting is scheduled for Monday 2nd March 2020 at 7.00 pm.