



MINUTES OF A MEETING OF THE EVENTS COMMITTEE on Monday 13th July 2020 at 7 pm via Zoom

Councillors in attendance: Cllr. M Chung, Cllr. S Cockburn-Price, Cllr. D Cockburn-Price, Cllr. E Cornish, Cllr. E Hurley, Cllr. A Mann, Cllr. K McNulty, Cllr. M Thomas (Chairman), Cllr. H Thomas and Cllr. B Wildman

Also, in attendance: Ms. N Crewe (Town Clerk) and Georgina Ormrod (Events & Administration Assistant)

1. Welcome

Cllr. M Thomas welcomed all to the July meeting of the Events Committee.

2. Apologies

None received.

Accepted by Committee

Absent: Cllr. N Butterworth (Contacted during the meeting and was noted he was held up at work)

3. Minutes

To approve as a correct record the Minutes of the meeting held on Monday 2nd March 2020.

The Minutes of the meeting held on Monday 2nd March 2020 were accepted as a true and accurate record.

Proposed by Cllr. K McNulty

Seconded by Cllr. E Hurley

Approved 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 of interest were made.

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 were present.

6. Hallowe'en in Colne

To discuss Hallowe'en in Colne.

Members were updated on the Hallowe'en in Colne plans. The essential elements, such as first aid, are booked, and the Officers are working on the event within the current Government restrictions.

Members were updated that provisional bookings for entertainment are in place and can be pulled around quickly once updated Government guidance is received. Some bookings may need to be modified (such as the face-painting), but as the event is outdoors, it is envisaged that little will need amending.

Members discussed the pumpkin competition and it was advised that this should be straight forward to co-ordinate with schools and to put photos of entries and winners online if the Library is not open.

7. Remembrance Sunday

To discuss Remembrance Sunday.

Members were updated on the Remembrance Sunday plans. The essential elements, such as first aid, road closure and traffic management are booked, and the Officers are working on the event within the current Government restrictions.

It was noted that usually an estimated 500 people, all standing in close proximity, would be expected at this event.

The Town Clerk advised Members that if there are further restrictions due to COVID-19 nearer the time, cancellations can be made with no charge if we give a month's notice.

8. Christmas in Colne

To discuss Christmas in Colne.

Members were updated on the Christmas in Colne plans. The essential elements, such as first aid, and the road closure are booked, and the Officers are working on the event within the current Government restrictions.

Officers wrote to traders at the start of the year to advise of road closures for the event. They will be contacted again nearer the time to remind them of this.

Members discussed the torch-lit procession. It is confirmed that both sides of the road will be closed to traffic this year, so there will be plenty of space for members of the public. The Town Clerk advised that the growing popularity of this event had been taken into account for how the event is organised this year.

9. Councillors' Questions

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

1) Can Colne Town Council cross promote 'Small Business Saturday' at Christmas in Colne?
This was viewed favorably as something that can be investigated.

2) Can we investigate a rumour going around the Market Hall suggesting that Colne Town Council is cancelling all events including Hallowe'en and Christmas?

Cllr. S Cockburn-Price to discuss this with Lisa Durkin (Colne BID Manager) and report back to Members.

- 3) Will Colne Town Council be borrowing the stage sound and lighting from Barnoldswick Town Council for Christmas?

The Town Clerk advised that this is already provisionally booked with a private company. Borrowing any equipment from Barnoldswick Town Council would have to be agreed by their Full Council and this is something we also wouldn't be insured for. Members stated they had the impression Barnoldswick would arrange all this for us, however the Clerk had been told different, but will check with Barnoldswick Town Council's Clerk.

- 4) Will Colne Town Council be using the lit torches again at the Christmas parade this year? Concerns were raised by some Members about safety.

The Town Clerk advised that issues from last year have been reviewed and additional measures are to be put in place this year with more stewards, more buckets for extinguishing torches, more buckets and fire-blanket and more space due to the amended road closure. Unique Facilities will provide water from its van for filling the buckets and there will be a mix of sand and water buckets available.

- 5) What is being done regarding the HLF money for the VE Day commemoration?

The factor of the weather at that time of year makes moving many planned ideas difficult, particularly as the Town Hall and Hippodrome have both suffered storm damage that will require extensive repairs and may mean that neither buildings could accommodate indoor commemorations but it is being considered to add something to Remembrance weekend in its place.

The Town Clerk has not yet heard from the BID regarding funding and this needs to be fed back to HLF. Once Officers have heard back, then it may be possible to see if anything additional can take place at Remembrance Day. It may be that the allocated budget could be available.

Cllr. S Cockburn-Price to follow up with the BID regarding funding.

- 6) Can Colne Town Council support the current Outdoor Market to make it look better by lending gazebos?

The Town Clerk advised that we can hire them out for a fee (circa £75 per week/per gazebo), however this is not feasible for single day use for a small number of stalls as they are in storage with costings of £90 for the Council contractor to bring them up and erect them. She advised they cost approximately £1,000 each and there have been issues of them being stolen in the past. The Market Hall will also not take responsibility for them and would request that someone from the Council is always present with the gazebos. At Colne Town Council Market Events, costs are covered due to the number of traders on those days.

10. Date & Time of Next Regular Meeting

The next Events Committee meeting is scheduled for Monday 14th September at 7.00pm.