



## **MINUTES OF THE GREAT BRITISH RHYTHM & BLUES FESTIVAL ADVISORY COMMITTEE on Monday, 12<sup>th</sup> August 2024 at 6.30pm at Colne Town Hall**

*In attendance:* Cllr. A Bell, Cllr. I Robinson, Cllr. A Mann and Cllr. M Moffitt

*Also in attendance:* Mr. N Cutler (Events & Facilities Officer), Miss. N Bates (Colne Blues Society) and Mr. S Shackleton (Colne Blues Society).

### **1. Welcome**

*Due to the absence of Cllr. M Thomas, Cllr. A Mann (Vice-Chairman) welcomed all to the August 2024 Great British Rhythm & Blues Festival Advisory Committee meeting of Colne Town Council.*

### **2. Apologies**

*No apologies were received.*

**ABSENT:** Cllr. M Thomas, Cllr. H Thomas & Cllr. A Chamberlain

### **3. 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.*

### **4. Minutes**

To approve as a correct record, the Minutes of the meeting held on Monday, 10<sup>th</sup> June 2024 (Decision required).

*Due to only Cllr. I Robinson being the only councillor present who attended the June meeting the minutes were deferred to the next meeting along with the April minutes.*

### **5. Venue Update**

To receive an update on the status of the main venues. (Information only)

*Committee members received a verbal update on the confirmed main stages for the 2024 festival.*

### **6. Marketing Update**

To receive an update about the Marketing and PR for the Great British Rhythm & Blues Festival. (Information only)

*Committee members received a verbal update on the marketing and PR for the 2024 festival. It was also discussed the planned promotional activity to take place.*

## **7. Catering Update**

To receive an update on the Catering Tenders for the 2024 festival. (Information only)

*Committee members received a verbal update on that all 5 catering pitches and the 1 ice cream van pitch had been filled and have now all been paid in full ready for the festival.*

## **8. Artist Update**

To receive an update on the artists bookings for the 2024 festival. (Information only)

*Committee members received a verbal update on the main stage artists booked for the 2024 festival and were advised that Colne Blues Society have already started booking acts for the 2025 festival.*

## **9. Tickets**

To receive an update on ticket and camping sales to date. (Information only)

*Committee members received a verbal update on the ticket sales for the 2024 festival.*

## **10. Volunteer Update**

To receive an update on the progress of recruiting volunteers for the 2024 festival. (Information only)

*Committee members received a verbal update on recruiting volunteers for the 2024 festival. Members were informed that most of the tasks were now filled with volunteers however, due to other commitments one pair of volunteers were now unable to help on one of the merchandise stalls.*

## **11. Official Fringe Venue Update**

To receive an update on the Official Fringe Venues programmed by Colne Blues Society for the 2024 festival. (Information only)

*Committee members received a verbal update from Colne Blues Society on how many fringe venues are involved for the 2024 festival.*

## **12. Operational Elements of the Festival**

To receive an update on the operational elements of the 2024 festival. (Information only)

Items to be updated on:

- Road Closure
- Security
- First Aid
- Waste Management
- Street Entertainment
- Toilets

*Committee members were informed on the progress of all of the operational elements of the festival including the distribution of the festival programme.*

***ACTION: Events Officer to arrange for a copy of the road closure map to be sent to Miss. Nina Bates to send around the fringe venues as well as have something put out on social media.***

### **13. Town Hall Bar**

To receive an update on how the Town Hall will be used over the festival week/weekend. (Information only)

*Committee members were informed on how the Town Hall would be used over the festival weekend. The Committee were informed that the Town Hall would be used as 2 Fringe Venues this year, first aid point, security point and the festival box office.*

### **14. Update from Colne Blues Society**

To receive an update from Colne Blues Society on the progress made with the organisation of the main venues and the official fringe venues. (Information only)

*Committee members received a verbal update from Colne Blues Society on what Colne Blues Society have been up to with the festival.*

### **15. Items for a Future Agenda**

Points raised under this item are for information only and should be limited to five minutes only to consider them for the agenda for a future month. (Information only)

*No items were raised for a future month's agenda.*

### **16. Date & Time of Next Meeting**

The next Great British Rhythm & Blues Festival Advisory Committee meeting is due to be confirmed.

**Meeting concluded at 6.38pm.**