



**MINUTES OF A MEETING OF THE EVENTS COMMITTEE
on Tuesday 21st January at 7pm
in the Council Chamber of Colne Town Hall**

*In attendance: Cllr. A Chamberlain, Cllr. A Mann, Cllr. M Moffitt, Cllr. I Robinson & Cllr. P Hannah-Wood.
Also in attendance: Mr. Nathan Cutler (Events & Facilities Officer) and Mr. David Whitfield. (Resident)*

1. Welcome

Cllr. A Chamberlain, Chairman of the Events Committee, welcomed everyone to the January Events Committee meeting.

2. Apologies

Apologies were received from Cllr. M Thomas, Cllr. H Thomas & Cllr. D Lord.

Accepted by Committee

ABSENT: Cllr. N Butterworth

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 Tuesday 12th November 2024. (Decision required)

The Minutes of the meeting held on Tuesday 12th November 2024 were approved as a true and accurate record.

Proposed by: Cllr. M Moffitt

Seconded by: Cllr. A Mann

Approved by Committee

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. (Information only)

No public in attendance.

6. Co-option

To consider candidates for co-option onto the Events Committee for 2024/25. (Decision required)

It was proposed that David Whitfield should be co-opted onto the Events Committee.

Proposed by: Cllr. P Hannah-Wood

Seconded by: Cllr. I Robinson

Committee members were informed that Mr. Craig Edwards and Miss. Hayley Murphy has stepped down from the Events Committee.

ACTION: Events Officer to invite the replacement BID manager to be co-opted onto the Events Committee.

7. Colne Christmas Light Switch On – Feedback

To receive an update on the feedback of the Colne Light Switch On event which took place on the 30th November 2024. (Information only)

Committee members received an update on the feedback from the Colne Christmas Light Switch On which happened on 30th November 2024. Committee members also commented on:

- *Being better prepared for the distribution of torches and glow sticks for the procession*
- *Lack of space between stalls for prams/wheelchairs*

8. Easter in Colne – Saturday 19th April 2025

To receive an update on the progress of the Easter in Colne Event which will take place on Saturday 19th April 2025. (Information only)

Committee members received an update on the progress of the Easter in Colne event which will take place on Saturday, 19th April 2025.

ACTION: Events Officer to ensure that general waste and recycling bins are spread out between the event area and are stickered to ensure that visitors from out of town are aware which bin is for what.

ACTION: Events Officer to ensure that stalls/traders are spread along the high street leaving gaps so small businesses can be seen.

9. Colne Gala – Saturday 21st June 2025

To receive an update on the progress of the Colne Gala Event which will take place on Saturday 21st June 2025. Committee members will also ask for recommendations of categories for the Colne Community Champion Awards. (Information only)

Committee members received an update on the progress of the Colne Gala which will take place on Saturday, 21st June 2025.

ACTION: Events Officer to send out information to schools/community groups and on social media about registering people's interest in coming forward to be the Gala Queen/King/Princess

ACTION: Events Officer to ensure a small section of the procession is based on the anniversary of VE Day.

10. Family Fun Day – Sunday 13th July 2025

To receive an update on the progress of the Family Fun Day which will take place on Sunday 13th July 2025. (Information only)

Committee members received an update on the progress of the Family Fun Day which will take place on Sunday, 13th July 2025.

11. Colne Grand Prix – Tuesday 22nd July 2025

To receive an update on the progress of the Colne Grand Prix which will take place on Tuesday 22nd July 2025. (Information only)

Committee members received an update on the progress of the Colne Grand Prix which will take place on Tuesday, 22nd July 2025. The Committee were also informed that the one of our long standing main sponsors has advised they cannot sponsor the event this year.

12. Hallowe'en in Colne – Saturday 25th October 2025

To receive an update on the progress of the Hallowe'en in Colne which will take place on Saturday 25th October 2025. (Information only)

Committee members received an update on the progress of the Hallowe'en in Colne event which will take place on Saturday, 25th October 2025.

13. Remembrance Sunday – Sunday 9th November 2025

To receive an update on the progress of the Remembrance Sunday event which will take place on Sunday 9th November 2025. (Information only)

Committee members received an update on the progress of the Remembrance Sunday parade which will take place on Sunday 9th November 2025.

14. Colne Christmas Light Switch On – Saturday 29th November 2025

To receive an update on the progress of the Colne Christmas Light Switch On which will take place on Saturday 29th November 2025. (Information only)

Committee members received an update on the progress of the Christmas Light Switch On which will take place on Saturday, 29th November 2025. The Committee also had a brief discussion about booking some reindeer to be in attendance at the event and it was agreed for the reindeer to be booked for the event.

15. Event Security

To consider whether the Events Committee would like to investigate alternative options for Event Security. (Decision required)

The Committee discussed concerns they had with the current provider and it was proposed for a recommendation to be sent to the Finance, Employment and Services Committee to investigate alternative options for Event Security.

Proposed by: Cllr. P Hannah-Wood

Seconded by: Cllr. I Robinson

16. Items for a future month's 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.

Committee members raised the following items for a future month's agenda:

- *Christmas Light Switch On Procession*
- *Colne Community Champion Awards*
- *St George's Day*

17. Date & Time of Next Regular Meeting

The next Events Committee meeting is on Tuesday 11th March 2025.

Meeting concluded at 8.46pm