



Minutes of the meeting of The Events Committee

On Monday 20th May 2019 at 7pm in Colne Town Hall

***In Attendance:** Councillor Neil Butterworth, Councillor Mark Chung, Councillor Sarah Cockburn-Price, Councillor David Cockburn-Price, Councillor Emma Cornish, Councillor Elizabeth Hurley, Councillor Jonathan Nixon, Councillor Mary Thomas, Councillor Howard Thomas, Mr Philbrook, Ms Crewe, Mrs Clarke and Ms Peasey*

1. Welcome

Cllr M Thomas welcomed all to the May 2019 Events Committee meeting of Colne Town Council

2. Apologies

Apologies received from Councillor Dorothy Lord, Councillor Kevin McNulty and Councillor Bryan Wildman

3. Minutes

To approve Minutes of the meeting held on 25th March 2019 and to consider any matters arising.

The Committee noted the Minutes from the March Events Committee meeting and we seconded by Cllr M Thomas as was the only returning member of the Events Committee that was at the March meeting.

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.

5. Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting.

No private items.

6. Public Forum

To consider questions, statements or petitions from members of the public who are welcome to the meeting and have a total of 10 minutes to make their representations to the Committee.

Mr Tony Davis and Jimmy came in to propose that the Events Committee support their proposal for the Legion's VE Day event.

A discussion was had about the event and it will be brought back to the July Events Committee meeting.

EFM ACTION: Meet with Tony and Jimmy and go through their ideas and work out costings for it so that the Committee has a better idea of what support they can offer both operationally and financially.

PUBLIC ITEMS

7. Easter In Colne

To review Easter In Colne.

The feedback received from this event was that it was a very successful event and that the public enjoy the free elements that come with the Colne Town Council events. And it was noted that the event was run at a NET cost of under £300 to the Council.

	Reserved	Paid	Additional traders	Total standing to date
Easter in Colne		16	5	21

The Committee were shown the Easter in Colne Event Plan (as well as a couple of examples of others) to show how they events are meticulously organised and planned with thorough risk assessments for all elements.

EFM ACTION: Write to the sponsors to say thank you for their ongoing support.

8. CTC Markets

To update Members on the bookings for the CTC Markets to date and review the March event.

The Committee Members reviewed the bookings for the CTC Markets from passed events and future ones and were happy with the on-going bookings.

CTC Markets				
	Reserved	Paid	Additional traders	Total standing to date
23rd March - CTC Market		7	2	9
11th May - CTC Market		6	2	8
6th July - Comic Colne	15		35	50
28th September - CTC Market	4	2	2	8
26th October - Hallowe'en In Colne	4	5	2	11

The Committee Members also had a discussion about how the budgets are managed very closely for all events and that the spend is currently projected to be under budget.

9. Colne Grand Prix Cycle Race

To update members on the Colne Grand Prix

EFM updated members that planning for the Grand Prix was well under way and that PBC are doing the PR and Media coverage, first aid is booked, barriers and all other operation elements are underway.

Councillor S Cockburn-Price and Councillor E Hurley are going to proof read the CGP programme as soon as it is completed.

ACTION: Councillors are going to confirm to EFM when they are available to help at this event.

EFM ACTION: Invite the Mayor to this event.

10. Christmas in Colne

To update members on Christmas in Colne 2019.

The Committee members were updated on the planning of Christmas in Colne and were pleased to see that it was well underway.

	Reserved	Paid	Additional traders	Total standing to date
Christmas in Colne	9	10	2	21

EFM ACTION: Invite the Mayor to this event.

Continue with the organising of this event.

Date & Time of next meeting: Monday 1st July 2019 at 7pm, Colne Town Hall