

Barnoldswick Town Council
OPEN SPACES, COMMUNITY & CULTURE COMMITTEE
AGENDA

Date:	30 September 2026
Time:	19:00
Venue:	The Civic Hall
Chair:	Jodie Greaves

1. Declarations of Interest

To receive declarations of interest from Members in respect of items on this agenda.

2. Minutes of Previous Meeting

To approve the minutes of the previous meeting.

3. Action Log / Matters Arising

To review outstanding actions and matters arising from previous meetings.

4. Events Programme & Upcoming Events

To receive an update on upcoming Council-supported events, including:

- Event programme
- Progress on event planning
- Attendance expectations
- Organisers and responsibilities
- Any matters requiring Committee action

5. Event Planning, Risk & Compliance

To consider:

- Event plans and risk assessments
- Licensing requirements
- Insurance arrangements
- First aid and emergency arrangements
- Safeguarding
- Health and safety
- Contractor/supplier requirements
- Any outstanding compliance matters

6. Completed Events – Closure & Lessons Learned

To receive reports on completed events, including:

- Attendance
- Incidents/issues
- Financial outcome

- Feedback
- Lessons learned
- Recommendations for future events

7. Markets & Town Centre Activity

To consider matters relating to:

- Markets
- Town centre activity
- Use of public spaces
- Traders and businesses
- Community events and activities

8. Community, Youth & Cultural Engagement

To receive updates and consider proposals relating to:

- Community groups
- Youth activities
- Cultural activities
- Music and arts
- Inclusive community participation

9. Partnerships & Stakeholder Issues

To consider matters involving:

- Community organisations
- Local businesses
- Pendle Borough Council
- Lancashire County Council
- Other partners and stakeholders

10. Communications & Promotion

To consider:

- Event promotion
- Council social media
- Posters and publicity
- Website communications
- Press/media matters
- Community engagement

11. Financial Monitoring

To receive financial information relating to the Committee, including:

- Approved budgets
- Expenditure to date
- Event expenditure
- Income
- Outstanding commitments

- Variances requiring attention

12. Risk, Safeguarding & Incident Reports

To consider:

- Reported incidents
- Safeguarding matters
- Risk register issues
- Health and safety concerns
- Insurance matters
- Actions arising from incidents

13. Decisions Under Delegated Authority

To receive a record of decisions made under delegated authority since the previous meeting.

14. Matters Requiring Full Council Approval / Escalation

To identify matters requiring consideration or approval by Full Council.

15. Report to Full Council

To agree matters to be reported to the next meeting of Full Council.

16. Date of Next Meeting

To confirm the date and time of the next meeting.