

Events Community & Leisure COMMITTEE **AGENDA**

**For a Meeting to be held at 7.30p.m. on
Tuesday 9th July 2024
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

**Membership:
Councillor Crosbie (Chairman)
Councillor Humphrey (Vice-Chairman)**

Councillor Massey
Councillor Kelly
Councillor John

Councillor Sherlock
Councillor Wilson
Councillor Price

Councillor Perham Lake
Councillor Naslund

Local Residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item covered by the Committees Terms of Reference. If you have any queries, please telephone the Town Clerk on 01245 321817.


**Karen Atkins Town Clerk
3rd July 2024**

1. Apologies for Absence

To RECEIVE and ACCEPT any apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary, registerable or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 21st May 2024 as a true record.

5. Budgetary Position

To receive the current budgetary position as of 3rd July 2024 as attached to the agenda.

6. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item of business covered by the Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

7. Health & Social Care Group

- Committee to receive the current report attached to the agenda.
- Committee to consider the future of the Town Carol Service and Town Council involvement.

8. Bandstand in Town

- Leisure and Environment Officer to report on progress on ongoing marketing for the Bandstand in town.
- Committee to consider lighting the bandstand Green for WSPD World Suicide Prevention Day. This campaign will run between 9th-12th September 2024.

9. Items To Note

- The Defibrillator at the Curlew Public House has now been installed and registered with the East of England Ambulance service.
- Cinema Club: The next Cinema Club on 10th July 2024 is showing One Life.
- The Open Garden Event supported by the Town Council was held on Sunday 23rd June 2024 with both the Town Mayor and his Consort as well as the Deputy Town Mayor in attendance. The programmes sales raised over £420.00 for the Town Mayor's chosen Charity for 24/25.
- Advertising for hirers and residents to attend the free Community CPR training scheduled for the 18th of July 2024 will start on confirmation of time availability with trainers.
- The annual playground inspection report for the play area at the Village Hall has been completed. No urgent actions are required. An update on works required and completed will be reported at the next meeting.
- Booking for Play in the Park for the Summer is now open and is being advertised.
- The two D-Day events held on the 6th and 8th June 2024 received positive feedback with a few hundred residents turning out for the Beacon Lighting and the Town Event seeing a steady stream of

people throughout the day enjoying the music and displays.

- Advertising for Fun at Champions will be sent directly to all Primary Schools, Pre-schools and Nurseries in South Woodham Ferrers for them to share with their families and on all social media platforms.
- Paul J Kings Funeral Directors have sponsored the Film Club £100.00 for 2024/25
- Amazon prime has been confirmed at £8.99 per month for the year. This will include next day delivery for all items ordered and free streaming for all films for the film club.

10. Christmas Fayre 2024

- Committee to receive an update on the Christmas light switch on and discuss acts to perform within agreed Christmas Fayre budget. Committee to consider acts to be sourced by officers within the budget.
- Committee to consider a request from Councillor O'Brien to purchase a Town Council Gazebo and games for the Christmas Fayre. Report attached to agenda.
- Committee to note.
 - a. that the Rotary have kindly agreed to provide Santa for the grotto and their sleigh.
 - b. advertising for stall holders has commenced.

11. Monthly Dementia Film Club

Committee to consider holding a monthly/ bi-monthly film club showing dementia friendly films with the support of United in Kind.

12. Christmas Panto 2024

Committee to note that the Panto has been booked for 20th December 2024. Committee to consider the cost of tickets.

13. Summer Youth Events

Committee to note the circulated report. Councillors to agree volunteers to help with the Meadow Croft event.

14. Report To Council

To agree items to report to the next Council meeting on 22nd October 2024.

15. Media Coverage

To consider whether any items on this Agenda warrant a Media release, and, if so, to agree a Councillor to comment if applicable.

16. Next Meeting

The next meeting of the Events Community & Leisure Committee will be on 3rd September 2024 at 7.30pm.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.

Detailed Income & Expenditure by Budget Heading 03/07/2024

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
200 Leisure General							
1200 Allotment Income	0	350	350			0.0%	
1205 Bowls Club Income	0	4,650	4,650			0.0%	
1210 Christmas Lights Income	0	5,100	5,100			0.0%	
1254 Summer Event D Day income	0	1,000	1,000			0.0%	
Leisure General :- Income	0	11,100	11,100			0.0%	0
4500 Play Schemes	540	2,750	2,210		2,210	19.6%	
4505 Open Spaces Maintenance	480	2,500	2,020		2,020	19.2%	
4506 Open Spaces Maint. (John Cox)	2,962	13,000	10,038		10,038	22.8%	
4508 Marsh Farm Road Allotments	0	350	350		350	0.0%	
4510 Play Area Running Costs	587	2,500	1,913		1,913	23.5%	
4515 Swimming Pool Subsidy	0	10,000	10,000		10,000	0.0%	
4520 Bowling Green Maintenance	0	1,000	1,000		1,000	0.0%	
4525 Bowling Green Sinking Fund	0	4,600	4,600		4,600	0.0%	
4530 Christmas Lights	9,546	25,000	15,454		15,454	38.2%	
Leisure General :- Indirect Expenditure	14,116	61,700	47,584	0	47,584	22.9%	0
Net Income over Expenditure	(14,116)	(50,600)	(36,484)				
210 Bandstand							
1230 Bandstand Income	21	500	479			4.2%	
Bandstand :- Income	21	500	479			4.2%	0
4600 Bandstand Expenditure	0	500	500		500	0.0%	
Bandstand :- Indirect Expenditure	0	500	500	0	500	0.0%	0
Net Income over Expenditure	21	0	(21)				
250 Community Events							
1250 Christmas Fayre Income	0	2,500	2,500			0.0%	
1252 Film CMH Club Income	440	500	60			88.0%	
1257 National celebrations	0	2,000	2,000			0.0%	
1259 CMH Fun	180	0	(180)			0.0%	
1600 Toddler Group Income	314	1,300	986			24.2%	
1601 Youth Week Income	0	200	200			0.0%	
Community Events :- Income	934	6,500	5,566			14.4%	0
4350 Youth Club Expenditure	0	9,000	9,000		9,000	0.0%	
4540 Toddler Group Expenditure	51	350	299		299	14.6%	
4651 Christmas Fayre Expenditure	0	13,000	13,000		13,000	0.0%	
4652 Film Club CMH Expenditure	27	500	473		473	5.4%	

Detailed Income & Expenditure by Budget Heading 03/07/2024

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4653 Senior Citizens lunch Exp	0	650	650		650	0.0%	
4654 CMH Fun	788	1,750	962		962	45.1%	
4655 Summer d day Event	7,184	10,000	2,816		2,816	71.8%	
4656 Christmas Panto	200	1,700	1,500		1,500	11.8%	
4663 National Celebrations	0	5,000	5,000		5,000	0.0%	
4664 Youth Week	0	2,000	2,000		2,000	0.0%	
Community Events :- Indirect Expenditure	8,251	43,950	35,699	0	35,699	18.8%	0
Net Income over Expenditure	(7,317)	(37,450)	(30,133)				
Grand Totals:- Income	955	18,100	17,145			5.3%	
Expenditure	22,367	106,150	83,783	0	83,783	21.1%	
Net Income over Expenditure	(21,412)	(88,050)	(66,638)				
Movement to/(from) Gen Reserve	(21,412)						



**Report to South Woodham Ferrers Town Council
For Events Community & Leisure Committee Meeting on 9th July 2024**

Since our last Report for 21st May 2024 the Group has been particularly involved with the marketing and dissemination of the film entitled “The Impact of Covid on Dying, Death and Bereavement”. Four premier screenings have been held in Colchester, Frinton, SWF and at ARU Chelmsford. Another is due to be held in July at ARU Cambridge. Audience numbers vary greatly but there is a clear need for the promotion of the film as there are still numbers of folk who are suffering from the aftermath of the pandemic. This was illustrated at the presentation at Holy Trinity Church in SWF on 14th June attended by the Town Mayor. Although the audience was small it was clear how the stories outlined by the contributors to the film mirrored those experienced by some members at the presentation. The film will be sent to the national Covid Public Inquiry and will be available for all to view after the election

The HSCG continues to press for the services currently provided at St Peters, to be made available locally should St Peters close. The large number of responses to the consultation process plus the holding of a General Election mean that the results of the consultation will not be available until September.

The HSCG is currently preparing for our AGM which is due to be held late July/early August. This will incorporate our annual report which will be presented to the Town Council as previously. We may use this to screen our film and may also arrange for a keynote speaker from our part of the NHS. We will also be using this to start a rigorous recruitment and succession plan.

As always the Chairman has been attending various meetings and asking pertinent questions of the people running our local health and social services. We are now starting to play a part in the development of the Central Maldon, Dengie & SWF Integrated Neighbourhood Team. And we are also involved with the representation of carers in the performance monitoring of the new ECC carers’ support service’s contract.

The Group has continued to publish a weekly article on its website home page. This has alerted the readers to the continuing progress of a number of infectious conditions. It has informed them also of the continuing progress of the effects of

the industrial actions and how these reflect locally. We also distribute a weekly newsletter which draws attention to all items we have published in the previous week; please let us know if you'd like to subscribe for this if you don't already.

Inevitably the announcement of the General Election has led to a quiet time during the pre-election period. We expect things will pick up quickly after 4th July and the Mid Essex Integrated Care Board meeting in public on Thursday 11 July should be interesting. The pressures on the local NHS and social care system have been enormous, with May experiencing very high demand for the 999 service, A&E attendances and GP Practice appointments. There is also an earlier than previously summer Covid spike. The Spring Covid vaccination programme ended on 30 June. The arrangements for the winter 2024-25 Covid and Flu vaccinations are being developed. It has been announced that the Public Inquiry into Essex mental health deaths and services will start to hear evidence in September.

We continue to try and keep residents and the Town Council up to date with what is happening in the field of Health and Social Care, particularly as it effects our local population. Any suggestions for improvement and future work are most welcome.

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July August 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26 Bowls Club	27
28	29 Animalistic Encounters	30	31 Table Tennis	1 Fun at Champions	2	3
4	5 Play in Park	6	7 Play in Park	8 Fun at Champions	9 Meadowcroft	10
11	12 EKA Martial Arts	13	14	15 Play in Park Fun at Champions	16 Putt Party	17
18	19	20 Gaming Buses	21 Play in Park	22 Fun at Champions	23	24
25	26 BANK HOLIDAY	27 Crafty Katie	28	29 Fun at Champions	30	31

Play in the Park

Play in the Park sessions are now open to book online at <https://www.ticketsource.co.uk/play-in-the-park>

Two sessions per day. Morning sessions are 10am to 12pm and afternoon sessions are 1pm to 3pm.

- Monday 5 August: Inflatable slide castle combo
- Wednesday 7 August: Inflatable horse/hopper races
- Thursday 15 August: Skateboarding and Scooter lessons
- Wednesday 21 August: Crazy golf

The total price including the Easter event is £2,725.00



Play in the Park

**Join us for lots of
fun, games
& activities**

**Saltcoats Park, SWF
10am-12pm & 1pm-3pm**

Monday 5th August
Extra - Inflatable Slide Castle Combo

Wednesday 7th August
Extra - Inflatable Horse/Hopper Races

Thursday 15th August
(Compass Gardens, SWF)
Extra - Skateboarding and Scooter lessons

Wednesday 21st August
(Saltcoats Park)
Extra - Crazy Golf

E csaw@chelmsford.gov.uk
T 01245 606569
F /playchelmsford
chelmsford.gov.uk/play

 **Chelmsford**
City Council

Leisure Committee item – Xmas Fayre 2024 – Murrough O'Brien

Concept

The proposal is to obtain a Town Council branded gazebo, closed on 3 sides and in it, place three electronic games;

- a) The first game will be the one we already have, being the beat the buzzer game where the wire loop must be passed along the stiff wire without touching it. This was popular at the 2022 Xmas Fayre.
- b) A new game of 'Wheel of Chocolate' is where an electronic wheel rotates, and the player must stop the wheel on the section that offers the highest prize. This is based on the 'Wheel of Fortune' concept.
- c) A new game of 'Launch Santa'. Each of Santa's reindeer will light up in random order, and you must press the button as soon as they do. This is a more humane version of 'bash the mole' type game.

Each game will let you win 3,2, 1 or zero handfuls of chocolate, although I propose to replace hands with a ladle. The centre piece attraction will be a large tub of chocolates on a slow rotating wheel, so the tub rotates every (say) 20 seconds.

Depending on the amount won for the games, each child then can put the ladle into the tub 1-3 times.

Approach

My intention is to approach Men's shed on behalf of the Town Council to see if they would construct the woodwork for the games and the chocolate rotator. I will then do the electronics for the items.

Rationale

I personally believe the Town Council should have more of a prominence position at the Xmas Fayre, we put the work in and a branded gazebo in our blue and white which we could re-use for other events would be an asset to the town council. In addition, with our stall, every child gets at least 1 handful of chocolate without parents having to pay (Launch Santa), a concept I feel strongly about at the Xmas Fayre.

Budget costs

I estimate the wood for the two new games to be built to be around £150, the electronics around £350 and artwork around £100. In addition, the chocolate rotator I estimate will cost about £ 200. No costs for labour, just for items purchased.

Total for the games and rotator, £800.

Separately, quote for gazebo. A steer from the clerk may determine this could come out of an F&P budget rather than a leisure one, since it becomes an asset of the town council.

Third, the cost of the chocolate well, this will probably cost around £150. (We can approach Cadbury's, they might contribute).

Proposal basis

A total budget of £ X, and a mandate to proceed to approach men's shed and proceed with the design work. If our costs after design are more than 15%, we come back for further decision, if not, we can automatically proceed with itemised purchases.

Alternative, the games could proceed without gazebo, but this would require a double stall at the Xmas Fayre. The concept lends itself to the games being around the 3 closed sides of a gazebo with the chocolate rotator in the middle. To allow for room I would imagine a 12-16ft square gazebo.

Thank you for your consideration, Murrough