



SOUTH WOODHAM FERRERS
TOWN COUNCIL

Champions Manor Hall
Hullbridge Road
South Woodham Ferrers
Essex CM3 5LJ
Tel. 01245 321817

Events Community & Leisure COMMITTEE AGENDA

**For a Meeting to be held at 7.30p.m. on
Tuesday 11 February 2025
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

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

Councillor Massey
Councillor Kelly
Councillor John

Councillor Sherlock
Councillor Wilson
Councillor Price

Councillor Perham Lake
Councillor O' Brien

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.

KATKINS

**Karen Atkins Town Clerk
5th February 2025**

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 Chair or the Town Clerk.

4. Confirmation of Minutes

To **APPROVE** the minutes of the meeting held on 5th November 2024 as a true record.

5. Budgetary Position

To receive the current budgetary position as of 5th February 2025 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 latest report attached to agenda.

8. SWFYC/Town Council 50th Anniversary Event

Committee to consider a 50th Anniversary event with the SWF Yacht Club on Sunday 8th June 2025. Report attached to agenda.

9. Easter Event 2025

Committee to consider an Easter event 2025. Report attached to agenda.

10. VE Day 2025

- Committee to consider the event report for Thursday 8th May 2025.
- Committee to discuss the update from the SWF History Society for a VE Day event on Saturday 10th May 2025.

11. Summer Events 2025

Committee to consider a summer event for 2025. Budget allocation 2025/26 is £8,000.00. Town Clerk to update.

12. Christmas Events 2025

- Committee to debrief on Christmas fayre 2024 and consider any changes.
- To discuss the arrangements for the Christmas Fayre 2025 and confirm the date as Saturday 22nd November.
- Committee to debrief on the Seniors Christmas Party 2024. Councillor Kelly and Town Clerk to update.
- Committee to consider a date and arrangements for 2025.

13. Items to Note

Events 2025 – Report attached to agenda.

- Booked Summer Fun at Champions Manor Hall August 2025.
- Booked Halloween Party Friday 31st October 2025. Councillor Lisa Kelly/Asda have kindly donated some Halloween decorations for 2025.
- WAA Woodham Allotment Association AGM minutes and Year End Report 2024 attached to agenda.
- Play in the Park dates booked with Chelmsford City Council up to agreed 25/26 budget.
- The Town Council have been informed that two cameras at the Village Hall require maintenance work. Link have visited the site and awaiting invoice for the work.

14. Carers Film Club

Committee to discuss the Carers Film Club at Champions Manor Hall on the second Tuesday of the month. Town Clerk to update.

15. Report To Council

To agree items to report to the next Council meeting on 18th of March 2025.

16. 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.

17. Next Meeting

The next meeting of the Events Community & Leisure Committee will be on the 20th May 2025 at 7.30pm.

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