

Events Community & Leisure COMMITTEE AGENDA

**For a Meeting to be held at 7.30p.m. on
Tuesday 04 November 2025
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

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

Councillor Barnett
Councillor Kelly
Councillor John

Councillor Sherlock
Councillor Humphrey
Councillor O'Brien

Councillor Perham Lake
Councillor Price
Councillor D Eley

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
29th October 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 7th October 2025 as a true record.

5. Budgetary Position

To receive the current budgetary position as of 29th October 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. Update from the YMCA

Committee to receive an update from the YMCA regarding the Youth Club.

8. Summer Event 2026

Committee to consider ideas for a Summer Event 2026.
Report attached with agenda.

9. Health & Social Care Group

Committee to receive the latest report attached to agenda.

10. Remembrance Sunday

- Committee to receive and consider the report on the Remembrance Sunday event on the 9th of November 2025.
- Committee to consider the purchase of a portable speaker system for Remembrance Sunday and other Town Council Events.

11. Christmas Fayre Report

Committee to receive and consider the report on the Christmas Fayre on 22nd November 2025.

12. Christmas Lights & Christmas Tree 2026-2028

Committee to consider a new Christmas Lights contract and budget for 2026-2028.
Information circulated at the meeting.

13. Toddler Soft Play Equipment

Committee to consider the report attached to agenda.

14. Charity Fundraising Event 2026

Committee to consider hosting a Charity Fundraising Event for the Town Mayor's Charities 2025/26.

15. Bandstand Railings

Committee to approve the colour option in Town Council blue for the Bandstand railings project.

16. Committee Projects 2026/27

Committee to consider future projects or events ideas for 2026/27 to be incorporated in the budget.

17. Budget 2026-27

To consider the draft budget for Events, Community & Leisure 2026-27.

Information circulated prior to the meeting.

This will be recommended to Finance & Projects Committee on the 2nd of December 2025 for approval at Council on 20th January 2025.

18. Report To Council

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

19. Media Coverage

To consider whether any items on this Agenda warrant a Media release.

20 Next Meeting

The next meeting of the Events Community & Leisure Committee will be on the 03rd February 2026 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.

