



Events Community & Leisure COMMITTEE AGENDA

**For a Meeting to be held at 7.30p.m. on
Tuesday 03 February 2026
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

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

Councillor Barnett
Councillor Kelly
Councillor John
Councillor Knox

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
28th January 2026

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 4th November 2025 as a true record.

5. Budgetary Position

To receive the current budgetary position as of 28th January 2026 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. Concrete Canvas SWF May 2026

Chelmsford Concrete Canvas have requested committee to consider identifying suitable new sites for another permanent mural in South Woodham Ferrers. Last year's project was at Saltcoats which is again an option this year however Chelmsford Concrete Canvas are keen to explore a more central location.

9. Bowling Green at CMH

Committee to receive an update from the working party and to discuss community use of the green and consider options for future land use arrangements including lease or rental models and their implications.

10. Christmas Fayre Report

- Committee to debrief on the Christmas Fayre 2025 and consider any changes.
- To discuss the arrangements for the Christmas Fayre 2026 and confirm the date and time. Date for consideration is Saturday 21st November 2026.
- Committee to debrief on the Seniors Christmas Party 2025. Councillor Kelly to update.
- Committee to consider a date of Seniors Christmas Party Sunday 6th December 2026.

11. Charity Fundraising Event 2026

Committee to consider hosting a Charity Fundraising Event for the Town Mayor's Charites 2025/26. Report attached to agenda.

12. Bandstand Maintenance

Committee to consider three quotes for the repainting of the bandstand.

Committee to **NOTE** once the painting/maintenance has been completed, the new railings will be booked for installation.

13. Community Engagement Strategy

Committee to consider and review the attached strategy for recommendation to Council on 24th March 2026.

14. Easter 2026

Committee to receive the report attached to the agenda for Easter events 2026.

15. Summer Event 2026

Committee to consider a Summer Event on Saturday 11th July 2026.

Report attached to agenda.

16. Items to note.

- WAA Woodham Allotment Association AGM minutes and Year End Report 2025 attached to agenda.
- Play in the Park dates booked with Chelmsford City Council up to agreed 26/27 budget. Three dates are booked-
Wednesday 8th April Pm only – Crazy Golf
Wednesday 29th July -All day- Inflatable Pirate Galleon
Tuesday 18th August – All day – Dragon Ball Sports Ltd
- Youth Club report for September – December 2025 attached to agenda.

17. Event Dates 2026

Committee to review and approve the dates for events 2026.

- Thursday 6th,13th,20th & 27th August Fun CMH.
- Friday 30th October 2026 – Children’s Halloween
- Youth Month August 2026 – dates to be agreed.
- Sunday 6th December 2026 - Seniors Christmas party.
- Monday 14th December 2026 – Toddlers Christmas Party

18. Seniors Summer Events 2026

Committee to receive an update from Councillor Lisa Kelly.

19. Report To Council

To agree items to report to the next Council meeting on 24th of March 2026.

20. Media Coverage

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

21. Next Meeting

The next meeting of the Events Community & Leisure Committee will be on the 14th April 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.