

Events Community & Leisure COMMITTEE AGENDA

**For a Meeting to be held at 7.30p.m. on
Tuesday 1st September 2026
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

**Membership:
Councillor Crosbie (Chair)
Councillor O'Brien (Vice-Chairman)**

Councillor Barnett
Councillor Kelly
Councillor Massey

Councillor Sherlock
Councillor Knox

Councillor Perham Lake
Councillor Price

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.

K Atkins

**Karen Atkins Town Clerk
25th August 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 07th July 2026 as a true record.

5. Budgetary Position

To receive the current budgetary position as of 25th August 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 from the community group.

8. SWF Town Carol Service

Committee to consider a recommendation from the South Woodham Ferrers Christian Council that the South Woodham Ferrers Town Carol Service be scheduled for Wednesday 16th December 2026 at 5.00-5.30pm and will be delivered in a format consistent with the 2025 event.

9. WAA Woodham Allotment Association

Committee to receive a report regarding ongoing concerns with access to the site.

Committee to **NOTE** waste clearance from eleven old plots has been removed by a local contractor for £322.79.

10. Quarterly Community Hub at Champions Manor Hall

Committee to receive a debrief report on the first quarterly Heart of the Community event on 14th July 2026. The next event is scheduled for 13th October 2026.

11. Christmas 2026

- Committee to receive a report on the Christmas Fayre 2026 on 21st November 2026 1-5pm.
- Committee to consider the arrangements for the Seniors Christmas Party 2026 on Sunday 6th December 2026.

12. Summer Event 2027

- Committee to receive a debrief report on the Country & Western event 2026.
- Committee to consider the date and details for a Summer Event for 2027.

13. Items to note.

- Play in the Park Summer – Report presented at the meeting.
- The next Seniors Cinema Club is on 9th September 2026 showing Belfast.

14. Summer Fun at Champions Manor Hall

Committee to receive and **NOTE** a debrief report on the Summer 2026 events at Champions Manor Hall.

15. Summer Youth Events

Committee to receive and **NOTE** debrief report on the Summer 2026 Youth events at the William De Ferrers Leisure Centre.

16. Poppies on the Bandstand

Committee to discuss a project working with Chelmsford CVS to extend the poppy display for the bandstand for 2026 for Remembrance Day.

17. Community CPR Training

Committee to consider the offer of free community CPR at Champions Manor Hall.

18. Report To Council

To agree items to report to the Council meeting on 20 October 2026.

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 06 October 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.