

**SOUTH WOODHAM FERRERS TOWN COUNCIL
EVENTS COMMUNITY & LEISURE COMMITTEE**

MINUTES of a Meeting held at Champions Manor Hall on Tuesday
23rd of July 2024 at 7.30pm

Present

Councillor Crosbie (Chair)

Councillor Sherlock Councillor Price Councillor Wilson
Councillor Kelly Councillor Massey Councillor Naslund
Councillor Perham Lake

In attendance: Town Clerk, Councillor Shearring, Councillor O'Brien and one member of public.

ECL-24 18 Apologies for Absence

Apologies of absence were received and accepted from Councillor John

Absent Councillor Humphrey.

ECL-24 19 Dispensation Considerations

No dispensation considerations received.

ECL-24 20 Declarations of Interest

No Declarations received.

ECL-24-21 Confirmation of Minutes

Minutes of the Events, Community & Leisure meeting held on 21st May 2024 were **APPROVED** as a true record and signed by the Chair.

Proposed: Councillor Massey

Seconded: Councillor Kelly

Vote: All in Favour

ECL-24-22 Budgetary Position

The current budgetary position as of 17th July 2024 attached to the agenda was **AGREED** and **NOTED**.

ECL-24-23 Public Questions

One member of the public was present to update on Item 7 Health & Social Care Report, the Health & Social Care Group Detached Youth Work with the YMCA and the Town Carol Service.

ECL-24-24 Health & Social Care Report

The Group's Chair reported to the Committee on the July 2024 report attached to the agenda and was **NOTED**.

Committee discussed the future of the Town Carol Service.

Proposal: The Town Council to formally support this year's Town Carol Service in association with the church councils and offer all support required.

Proposed: Councillor Massey

Seconded: Councillor Kelly
Vote: carried
1 Abstain

ECL-24-25 Bandstand in Town

Committee considered lighting the Bandstand green for WSPD World Suicide Prevention Day. This campaign will run from 9th – 12th of September 2024

Proposal: The Town Clerk to investigate and source coloured lights to illuminate the pillars on the Bandstand to commemorate events as appropriate.

Proposed: Councillor Perham Lake

Seconded: Councillor Wilson

Vote: All in favour

Committee discussed ongoing marketing for the Bandstand in town.

Proposal: To accept the offer from Councillor O'Brien for the use of his spare PA equipment when marketing acts on the Bandstand. The Town Clerk will arrange PAT testing of all equipment.

Proposed: Councillor Kelly

Seconded: Councillor Perham Lake

Vote: All in favour

ECL-24-26 The following items were Noted:

- 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 is on 14th August 2024 showing Back to Black and 11th September 2024 showing Me Before You.
- 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 programme sales raised over £495.00 for the Town Mayor's chosen Charity for 24/25.
- The free Community CPR training is scheduled for the 18th of July 2024 and is advertised with three session times available.
- 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. Essex HMVA have thanked the Council for inviting them to the event.
- Advertising for Fun at Champions and Youth Week is now advertised on all social media platforms. These are all free events. This has been sent directly to all Primary Schools, Pre-schools and Nurseries in South Woodham Ferrers for them to share with their families.
- Paul J Kings Funeral Directors have sponsored the Film Club £100.00 for 2024/25.
- Amazon prime has been ordered at £8.99 per month for the year. This will include next day delivery for all items ordered and free streaming for films for the film club.

ECL-24-27 Christmas Fayre 2024

Committee received a presentation on the Christmas Fayre 2024. Committee **NOTED** that the stall hires costs have increased this year £60.00 to £2,410.00.

Proposal: To order two hundred ballons with sticks and 216 Christmas Headbands as free handouts for the children at a price of £232.80

Proposed: Councillor Perham Lake

Seconded: Councillor Kelly

Vote: All in favour

Proposal: To order 204 A4 Christmas Santa Colouring Packs with Pencils as Santa Grotto Gifts at a price of £122.40 plus VAT

Proposed: Councillor Wilson

Seconded: Councillor Kelly

Vote: All in favour

Proposal: To **AGREE** to have Martin and Su of Essex Radio to comper the Main Stage and turn on the Christmas Lights at the Christmas Fayre 2024 at a cost of £700.00 with free publicity prior to event.

Proposed: Councillor Wilson

Seconded: Councillor Perham Lake

Vote: All in favour

Proposal: To **AGREE** the main act for the main stage will be The 9 to 5 show tribute act.

Proposed: Councillor Wilson

Seconded: Councillor Naslund

Vote: All in favour

Proposal: To **AGREE** all three acts on the presentation to perform on the Bandstand 2024.

Proposed: Councillor Crosbie

Seconded: Councillor Wilson
Vote: All in favour

Proposal: To agree quote B Larger trailer Stage & Front Wash Lighting hire for £1,932.00 plus VAT from Eclipse Sound & Light.

Proposed: Councillor Perham Lake

Seconded: Councillor Kelly

Vote: All in favour

Committee received a verbal update from Councillor O'Brien to purchase a Town Council gazebo and interactive games for the Christmas Fayre. The gazebo will be used for all appropriate Town Council events.

Proposal: To accept quote A for a Town Council gazebo in Town Council Blue with sides, logo sign writing and including four weights from Rock Awnings at a cost of £434.96.

Proposed: Councillor Perham Lake

Seconded: Councillor Kelly

Vote: All in favour

Proposal: To support Councillor O'Brien's projects and funding the acquisition of hardware required. Councillor O'Brien to give expenses to the Town Council for both games and tumbler as described in the report to a maximum budget of £800.00. This is subject to the Men's Shed availability to complete work required. The costs will be included in the Christmas Fayre budget.

Proposed: Councillor Massey

Seconded: Councillor Sherlock

Vote: carried

2 Abstain

9.30pm Standing Order 3.x was suspended to allow the meeting to exceed more than 2 hours.

9.35pm Councillor Wilson left the meeting

ECL-24-28 Monthly Dementia Film Club

Committee considered the introduction of a Dementia Friendly monthly film screening at Champions Manor Hall on the first Tuesday of every month 12-3pm starting in September 2024.

Proposal: To trial the Dementia Film Club for 6 months in conjunction with the volunteer support by United in Kind. Committee will after four months review the success of this event.

Proposed: Councillor Perham Lake

Seconded: Councillor Price

Vote: All in favour

ECL-24-29 Christmas Panto 2024

Proposal: To keep the Christmas Panto 2024 prices the same as the previous year. Children £5, Adults £10 and a Family £25.00

Proposed: Councillor Sherlock

Seconded: Councillor Perham Lake

Vote: All in favour

ECL-24-30 Summer Youth Events

Committee **NOTED** the Summer Events report 2024. Councillor help will be requested, as necessary.

ECL-24-31 Remembrance Sunday

Proposal: To support the office in the organisation of Remembrance Sunday with the help and guidance from Councillor Birch.

Proposed: Councillor Crosbie

Seconded: Councillor Sherlock

Vote: All in favour

ECL-24-32 Town Mayors Event

The Town Mayor gave a verbal update to committee on a future event with the SW Waterski Club and other sailing interests to raise funds for the Town mayors Charity RNLI.

Committee **NOTED** a future civic event for 2024/25.

ECL-24-33 Report to Council

- Town Council gazebo
- Christmas Fayre 2024
- Christmas Panto
- Remembrance Sunday

ECL-24-34 Media Coverage

- Dementia Film Club
- Bandstand Marketing
- Summer Youth Events

ECL-24-35 Next Meeting

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

There being no further business to discuss the Chair closed the meeting at 9.56pm.

Signed.....

Date: 03rd September 2024