

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

**MINUTES** of a Meeting held at Champions Manor Hall on  
Tuesday 20<sup>th</sup> of May 2025 at 7.30pm

**Present**

Councillor Crosby (Chair)  
Councillor Massey (Vice Chair)

Councillor Sherlock      Councillor Price      Councillor Kelly  
Councillor Barnett

**In attendance:** Environment and Leisure Officer, three members of the public & Councillor O'Brien

**ECL-25-119 Apologies for Absence**

Apologies of absence were received and accepted from Councillor John and the Town Clerk

**Absent** Councillors Humphrey & Councillor Perham Lake

**ECL-25-120 Dispensation Considerations**

No dispensation considerations received.

**ECL-25-121 Declarations of Interest**

No dispensation considerations received.

**ECL-25-122 Confirmation of Minutes**

Minutes of the Events, Community & Leisure meeting held on 18<sup>th</sup> March 2025 were **APPROVED** as a true record and signed by the Chair of the meeting.

**Proposed:** Councillor Kelly

**Seconded:** Councillor Massey

**Vote: Carried**

**1 Abstain**

**ECL-25-123 Budgetary Position**

The current budgetary position as of 14<sup>th</sup> of May 2025 attached to the agenda was **AGREED** and **NOTED**.

**ECL-25-124 Public Questions**

One member of public requested to comment on Agenda Item 7 the Bandstand in support of holding a community showcasing event.

Councillor O'Brien joined the meeting at 19:40

**ECL-25-125 Bandstand**

Committee to consider the idea of a Bandstand Event showcasing local talents for all age groups.

**Proposal** To form a working group in order to work on ideas for a future event to showcase local talents in the town.

**Proposed:** Councillor Kelly

**Seconded:** Councillor Massey  
**Vote: All in Favour**

8:03pm member of the public left the meeting.

**Proposal** To recommend a new project to the Finance and Projects Committee for the purchase and installation of removable railings around the Bandstand.

**Proposed:** Councillor Massey

**Seconded:** Councillor Kelly

**Vote: All in Favour**

Committee reviewed the Bandstand Hire Policy as agreed at Finance & Projects meeting FP25-92 for recommendation to Council on 17<sup>th</sup> May 2025.

**Proposal** To defer the Hire Policy to a future Events Community & Leisure meeting and to investigate PLI insurance for amateur performers who are unable to provide their own insurance for all our venues.

**Proposed:** Councillor Massey

**Seconded:** Councillor Kelly

**Vote: All in Favour**

#### **ECL-25-126 Health & Social Care Group**

The report was **NOTED** and received by the committee.

#### **ECL-25-127 Debrief on VE Day Events**

Committee received a verbal report from the Chairman, Councillor Crosbie and Councillor Lisa Kelly on the two VE Day Events.

#### **ECL-25-128 Items Noted**

- The Town Council has been unsuccessful in applying for the Active Places & Spaces grant £500-£9,999 for the play area at the Village Hall due to a high number of applications and not meeting funding criteria.
- Paul J Kings have kindly sponsored the Seniors Film Club £100.00 for 2025/26.
- Reports from YMCA managed Youth Club.
- The Deputy Lieutenant Fiona Nemes has passed on her thanks and congratulations to everyone at the Town Council for making the South Woodham Ferrers 80th anniversary of VE Day event possible. She greatly enjoyed the evening. The town clearly has a strong sense of community which is something to be very proud of.
- The Mayor of Chelmsford and her Consort passed on thanks and they both really enjoyed the evening.
- Seniors coach trip is booked and will be advertised at the end of May 2025.

#### **ECL-25-129 50th Anniversary Woodham Fest**

Committee considered the offer from the organisers of the Woodham Fest to mark the occasion by showing the exhibition at Champions Manor Hall for a short period for the community to view including scope for Mayoral involvement. The exhibition will be at the library in SWF for two weeks 21/6/25-5/7/25.

The report was **NOTED** and received by the committee and that the Mayor should be invited through the normal channels.

#### **ECL-25-130 Garden of Remembrance 30-year Anniversary**

Committee considered a 30-year Anniversary event at the Garden of Remembrance.

**Proposal:** To organise a rededication of the 30 Anniversary Garden event, inviting guests as mentioned in the report. The office to arrange the best date and time to hold the event with an installation of a small plaque.

**Proposed:** Councillor Massey

**Seconded:** Councillor Kelly

**Vote: All in Favour**

#### **ECL-25-131 Town Council Marketing**

Committee considered and discussed new ideas for marketing events and hire of Town Council facilities. Councillor Crosbie gave an update on options.

**Proposal:** To recommend to Finance & Projects on 3/6/25 that we produce a monthly podcast which will be used to promote activities and the work of the Town Council and request a £1000.00 budget to be used for the purchase of software and hardware.

**Proposed:** Councillor Massey

**Seconded:** Councillor Kelly

**Vote: All in Favour**

One member of the public left the meeting at 9.21pm

#### **ECL-25-132 Report to Council**

- The Deputy Lieutenant Fiona Nelmes passed on her thanks and congratulations to everyone at the Town Council for making the South Woodham Ferrers 80th anniversary of VE Day event possible. She greatly enjoyed the evening. The town clearly has a strong sense of community which is something to be very proud of.

- The Mayor of Chelmsford and her Consort passed on thanks and they both really enjoyed the evening.

- Reports from YMCA managed Youth Club.

#### **ECL-25-133 Media Coverage**

- Seniors Coach Trip

**ECL-25-134 Next Meeting**

The next meeting of the Events Community & Leisure Committee will be held on 15th July 2025 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 9.29pm.

Signed.....

Date: 15<sup>th</sup> July 2025