

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

MINUTES of a Meeting held at Champions Manor Hall on
Tuesday 7th of October 2025 at 7.30pm

Present

Councillor Crosby (Chair)

Councillor Sherlock
Councillor Barnett

Councillor Price
Councillor Perham Lake

Councillor Kelly

In attendance: Environmental & Leisure Officer and 1 member of the public.

ECL-25-156 Apologies for Absence

Apologies of absence were received and accepted from Councillors John & Massey

Absent Councillor Humphrey

ECL-25-157 Dispensation Considerations

No dispensation considerations received.

ECL-25-158 Declarations of Interest

No dispensation considerations received.

ECL-25-159 Confirmation of Minutes

Minutes of the Events, Community & Leisure meeting held on 15th July 2025 were **APPROVED** as a true record and signed by the Chair of the meeting.

Proposed: Councillor Kelly

Seconded: Councillor Sherlock

Vote: All in Favour

ECL-25-160 Budgetary Position

The current budgetary position as of 1st of October 2025 attached to the agenda was **AGREED** and **NOTED**.

ECL-25-161 Public Questions

No questions raised.

ECL-25-162 Health & Social Care Group

The report was **NOTED** and received by the committee with the chair of the Health and Social Care Group discussing health provision and cultural activities such as ignite Chelmsford and Concrete Canvas.

At 19:38 Councillor Perham Lake joined the meeting.

ECL-25-163 Youth Club SLA

Committee considered the funding of the youth club managed by the YMCA for another year. Service level Agreement for 2025-26 was **NOTED**. Budget allocation agreed for 2025-26 of £9,000.00.

Proposal: To be recommended to Council on the 21/10/2025 for the continuation of the youth club managed by the YMCA.

Proposed: Councillor Perham Lake

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-164 Remembrance Sunday 2025

Committee received an update from the Leisure Officer regarding the Royal British Legion Remembrance Parade and service for 2025.

Committee **NOTED** that the office has arranged for the Tommy Silhouettes to be placed around town for Remembrance Day and knitted poppies will be placed on the columns of the Bandstand.

Proposal: To agree a budget of £100.00 for the printing of order of service sheets, with the aim of securing a sufficient quantity of 400 copies or more.

Proposed: Councillor Perham Lake

Seconded: Councillor Kelly

Vote: All in Favour

Committee considered three locations for a fallen soldier to be placed In town.

Proposal: For the fallen soldier to be placed outside Champions Manor Hall, and a mayoral form to be sent to Windle Court.

Proposed: Councillor Crosbie

Seconded: Councillor Kelly

Vote: Carried 1 abstained

ECL-25-167 Items Noted

Cinema Club: The next Cinema Club is on 9th October 2025 showing The Penguin Lessons.

To note a report attached to agenda for Fun at Champions Manor Hall and Youth Week during August 2025.

Tickets for the children's Halloween party went on sale on 15th September and have now sold out.

The Christmas Pantomime have been on sale from 24th September 2025 through ticket source and fully advertised.

The Christmas Fayre is now being advertised to residents.

The request for wool donations for poppies on the bandstand 2025 has been ongoing from 1st of September.

Play in the Park 2025 reported a successful summer with high attendances and good weather. Below are SWF attendance figures – 23/07/2025 AM – 222

23/07/2025 PM – 90

20/08/2025 AM – 107

20/08/2025 PM – 140

ECL-25-168 Christmas 2025

Committee considered the arrangements and volunteers for the Town Council stall at the Christmas Fayre.

Proposal: it was proposed that councillor volunteers be requested to operate the Council stall at the upcoming Christmas Fayre. A rota will be drawn up to ensure coverage throughout the event. Councillors to agree availability at the next Council meeting on 21/10/2025.

Proposed: Councillor Crosbie

Seconded: Councillor Sherlock

Vote: All in Favour

Committee considered the hot dinner option available for the Seniors Christmas hot food on 7/12/25. Ticket price for event is £7.00 ECL-25-150.

Proposal: To agree the recommendation for the hot dinner option available for the Seniors Christmas hot food on 7/12/25. Ticket price for event is to be £7.00 with a cost of £700.00 for 70 dinners.

Proposed: Councillor Sherlock

Seconded: Councillor Kelly

Vote: All in Favour

Committee to consider a Best Dressed Christmas Window competition for local businesses 2025 or ideas for an alternative competition.

Proposal: To agree not to run the Best Dressed Christmas Window competition for local businesses 2025 and to look at ideas for an alternative competition in the new year.

Proposed: Councillor Crosbie

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-169 SWFLC Swimming Pool Report 2024-25

The Committee **NOTED** the report on for report sets out a summary of the 2024/25 financial position for the Leisure Centre and provided details of other key developments during the period.

ECL-25-170 Report to Council

Items agreed to report to the next Council meeting on 21st October 2025.

- The Health and Social Care Group report in full
- The Youth Club recommendation
- Remembrance Sunday
- The Fallen Soldier and Silhouettes
- Children's Halloween event.
- The success of the play in the park event
- Councillor volunteers required for the Christmas Fayre and rota.
- Update on the Swimming pool

ECL-25-171 Media Coverage

- Youth Club continuation funded by the Town Council
- Fallen Soldier to be placed outside Champion Manor Hall, and the visit by the mayor.
- Seniors Christmas Party
- Remembrance Sunday event
- Christmas panto tickets now on sale

ECL-25-172 Next Meeting

The next meeting of the Events Community & Leisure Committee will be held on 4th November 2025 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 8.47pm.

Signed.....

Date: 4th November 2025