

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

MINUTES of a Meeting held at Champions Manor Hall on
Tuesday 4th of November 2025 at 7.30pm

Present

Councillor Crosby (Chair)

Councillor Kelly Councillor O'Brien Councillor Price
Councillor Sherlock

In attendance: Town Clerk and one member of the public.

ECL-25-173 Apologies for Absence

Apologies of absence were received and accepted from Councillors
Massey, Barnett, Perham Lake and Eley

Absent: Councillors Humphrey and John.

ECL-25-174 Dispensation Considerations

No dispensation considerations received.

ECL-25-175 Declarations of Interest

No dispensation considerations received.

ECL-25-176 Confirmation of Minutes

Minutes of the Events, Community & Leisure meeting held on 7th
October 2025 were **APPROVED** as a true record and signed by the
Chair of the meeting.

Proposed: Councillor Kelly

Seconded: Councillor O'Brien

Vote: All in Favour

ECL-25-177 Budgetary Position

The current budgetary position as of 29th of October 2025 attached
to the agenda was **AGREED** and **NOTED**.

ECL-25-178 Public Questions

No questions raised.

ECL-25-179 Update from the YMCA

Committee received an update from the Youth Service manager
from the YMCA on the youth club, current membership and the
organisational running of the club.

7.58pm YMCA Youth Service manager left the meeting.

Committee **AGREED** to move the Health & Social Care Group item
forward for consideration.

ECL-25-180 Health & Social Care Group

The report was **NOTED** and received by the committee with the chair
of the Health and Social Care Group presenting the report.

ECL-25-181 Summer Event 2026

Committee considered ideas for a summer event 2026.

Proposal: The Town Council to hold a Summer Event 2026 on Saturday 11th July 2026 1-6pm. Details to be agreed at a future meeting.

Proposed: Councillor Kelly

Seconded: Councillor O' Brien

Vote: All in Favour

ECL-25-182 Remembrance Sunday

Committee received and **NOTED** a report on the Remembrance Day event on Sunday 9th of November 2025.

Proposal: To approve the purchase of a portable speaker system at a cost of £259.00 for use at Remembrance Sunday and other Town Council events, with a review to be undertaken after use to evaluate its effectiveness and identify any issues.

Proposed: Councillor Kelly

Seconded: Councillor Price

Vote: All in Favour

ECL-25-183 Christmas Fayre Report

Committee received and **NOTED** a report update on the Christmas Fayre on Saturday 22nd November 2025.

8.55pm a resident left the meeting

ECL-25-184 Christmas lights & Christmas Tree 2026-2028

Committee considered the new contract for the Christmas Lights contract and budget for 2026-2028.

Proposal: Subject to budget approval by full council, to agree to continue with the existing company for a further three-year lighting scheme, incorporating the multi coloured lighting proposal and the annual hire of an artificial Christmas tree.

Proposal: Councillor O'Brien

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-185 Toddler Soft Play Equipment

Committee considered the report on the toddler group equipment.

Proposal: To purchase two covers for the soft play equipment to improve the aesthetic in the multi-purpose room at a cost of £348.64 excluding VAT.

Proposal: Councillor O'Brien

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-186 Charity Fundraising Event 2026

Committee considered hosting a charity fundraising event for the Town Mayors chosen charities 2025/26.

Proposal: To delegate the decision regarding whether to hold one or two charity fundraising events on the same day to the Town Mayor and Deputy Town Mayor.

Proposal: Councillor O'Brien

Seconded: Councillor Crosbie

Vote: All in Favour

ECL-25-187 Bandstand Railings

Proposal: To select RAL 5026 colour option in town council blue for the Bandstand railings project.

Proposal: Councillor Kelly

Seconded: Councillor Price

Vote: All in Favour

ECL-25-188 Committee Projects 2026/27

Committee considered future projects and events ideas for 2026/27 to be recommended to Finance & Projects committee on the 11th of November 2025.

Proposal: To recommend to Finance and Projects committee all ideas and budget for consideration in 2026/27.

Proposal: Councillor Crosbie

Seconded: Councillor Kelly

Vote: All in Favour

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

Proposal: Councillor O' Brien

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-189 Budgets 2026/27

Proposal: To recommend the draft budget for Events, Community and Leisure committee to the Finance and Projects meeting on 11th November 2025.

Proposal: Councillor O'Brien

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-190 Report to Council

Items agreed to report to the next Council meeting on 18th November 2025.

- YMCA update
- Summer Event 2026 date
- Toddler group covers

ECL-25-191 Media Coverage

- Railings Project on the bandstand.

ECL-25-192 Next Meeting

The next meeting of the Events Community & Leisure Committee will be held on 3rd February 2026 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 9.55pm.

Signed.....

Date: 03rd February 2026