

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

MINUTES of a Meeting held at Champions Manor Hall on
Tuesday 3rd of February 2026 at 7.30pm

Present

Councillor Crosby (Chair)
Councillor Massey (Vice Chair)
Councillor Kelly Councillor O'Brien Councillor Sherlock
Councillor Knox Councillor Barnett Councillor Perham Lake

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

ECL-25-193 Apologies for Absence

Apologies of absence were received and accepted from Councillor Price.

Absent: Councillors Humphrey, John and Eley.

ECL-25-194 Dispensation Considerations

No dispensation considerations received.

ECL-25-195 Declarations of Interest

No dispensation considerations received.

ECL-25-196 Confirmation of Minutes

Minutes of the Events, Community & Leisure meeting held on 4th November 2025 were **APPROVED** as a true record and signed by the Chair of the meeting.

Proposed: Councillor Sherlock

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-197 Budgetary Position

The current budgetary position as of 28th of January 2026 attached to the agenda was **AGREED** and **NOTED**.

ECL-25-198 Public Questions

No questions raised.

ECL-25-199 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-25-200 Concrete Canvas SWF May 2026

Committee discussed the request from Chelmsford Concrete Canvas to identify any suitable sites for another permanent mural in South Woodham Ferrers.

The committee suggested locations that the Town Clerk will pass onto the project manager for their further investigation.

ECL-25-201 Bowling Green at CMH

Proposal: To defer this item as there is not a suitable proposal to present to the committee for consideration.

Proposed: Councillor Crosbie

Seconded: Councillor O'Brien

Vote: All in Favour

ECL-25-202 Christmas Fayre Report

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

Proposal: To agree the date for the Christmas Fayre 2026 as Saturday 21st November 2026 with event time 1-5pm

Proposed: Councillor O'Brien

Seconded: Councillor Kelly

Vote: All in Favour

Proposal: To approve the Town Clerk, in consultation with relevant officers, undertakes and secures and the initial arrangements for the Christmas Fayre 2026.

Proposed: Councillor Massey

Seconded: Councillor Perham Lake

Vote: All in Favour

Committee received a verbal debrief from Councillor Kelly on the Seniors Christmas Party 2025.

Proposal: To agree the date of the Seniors Christmas Party 2026 as Sunday 6th December 2026.

Proposed: Councillor Kelly

Seconded: Councillor Sherlock

Vote: All in Favour

ECL-25-203 Charity Fundraising Event 2026

Proposal: To agree the Charity Town Mayors Quiz evening on Saturday 21st March 2026 and the Town Clerk to proceed with the arrangements presented to committee.

Proposed: Councillor O'Brien

Seconded: Councillor Massey

Vote: All in Favour

ECL-25-204 Bandstand Maintenance

Committee considered three quotations presented for the repainting of the bandstand in town.

Proposal: To agree quotation A from SLR Contractors Ltd.

Proposed: Councillor Massey

Seconded: Councillor Kelly

Vote: Carried

1 Abstain

ECL-25-205 Community Engagement Strategy

Committee considered the Community Engagement Strategy attached to the agenda.

Proposal: To accept the Community Engagement strategy as presented and recommend to Council for approval on the 24th of March 2026.

Proposal: Councillor O'Brien

Seconded: Councillor Massey

Vote: All in Favour

ECL-25-206 Easter 2026

Proposal: To agree and proceed with the Easter events 2026. Children's Easter Fun day to be held on Thursday 2nd April 2026 at Champions Manor Hall and an Easter Egg Hunt in town on Saturday 4th April 2026.

Proposal: Councillor Perham Lake

Seconded: Councillor Sherlock

Vote: All in Favour

9.05pm A member of public left the meeting

ECL-25-207 Summer Event 2026

Committee considered a Summer Event for the community on Saturday 11th July 2026.

Proposal: To agree a Country and Western Summer Event at the Village Hall Playing Fields on Saturday 11th July 2026 1-7pm.

Proposal: Councillor Massey

Seconded: Councillor Perham Lake

Vote: All in Favour

ECL-25-208 Items to Note

Committee **NOTED** the following:

- WAA Woodham Allotment Association AGM minutes and Year End Report 2025 attached to agenda. Thanks were expressed for another outstanding report.
- Play in the Park dates booked with Chelmsford City Council up to the agreed 26/27 budget. Three dates are booked-
Wednesday 8th April Pm only – Crazy Golf
Wednesday 29th July -All day- Inflatable Pirate Galleon

Tuesday 18th August – All day – Dragon Ball Sports Ltd

- Youth Club report for September – December 2025 attached to agenda.

ECL-25-209 Event Dates 2026

Proposal: Committee agreed the event dates for 2026 as presented.

- Thursday 6th, 13th, 20th & 27th August Fun CMH.
- Friday 30th October 2026 – Children’s Halloween
- Youth Month August 2026 – dates to be agreed.
- Sunday 6th December 2026 - Seniors Christmas party.
- Monday 14th December 2026 – Toddlers Christmas Party

Proposal: Councillor O’Brien

Seconded: Councillor Kelly

Vote: All in Favour

ECL-25-210 Seniors Summer Events 2026

Proposal: To agree the two senior summer coach trip events presented and organised by Councillor Kelly with dates and information to be confirmed.

Proposal: Councillor Knox

Seconded: Councillor Perham Lake

Vote: All in Favour

ECL-25-211 Report to Council

Items agreed to report to the next Council meeting on 24th March 2026.

- Christmas Fayre 2026
- Summer Event 2026
- Easter 2026
- Event dates 2026
- Repainting of the bandstand in town
- Seniors Summer Events Summer 2026
- Charity Fundraising Event 2026

ECL-25-212 Media Coverage

- Charity Fundraising Event
- Save the date for all events agreed.

ECL-25-213 Next Meeting

The next meeting of the Events Community & Leisure Committee will be held on 14th April 2026 at 7.30pm.

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

Signed.....

Date: 14th April 2026