
Re: Poppies appeal and cascade project planning

From Lydia Hopton <clerk@saxilbyparishcouncil.gov.uk>

Date Thu 8/28/2025 10:52 AM

To Jane Foster-Smith <Jane.Foster-Smith@lincoln.anglican.org>; John Crump <cllr.crump@saxilbyparishcouncil.gov.uk>; Deborah Shepherd <cllr.shepherd@saxilbyparishcouncil.gov.uk>; Carla Saunders <cllr.saunders@saxilbyparishcouncil.gov.uk>; Hazel Wheatley <Cllr.Wheatley@saxilbyparishcouncil.gov.uk>; Paul Bridge <cllr.bridge@saxilbyparishcouncil.gov.uk>; Kathleen Truscott <cllr.truscott@saxilbyparishcouncil.gov.uk>; Craig Barratt <cllr.barratt@saxilbyparishcouncil.gov.uk>; Emma Bowden <cllr.e.bowden@saxilbyparishcouncil.co.uk>; Ian Willox <cllr.i.willox@saxilbyparishcouncil.gov.uk>; James Willox <cllr.j.willox@saxilbyparishcouncil.gov.uk>; Nicholas Waller <cllr.waller@saxilbyparishcouncil.gov.uk>; Sadie Ashton Derry <cllr.ashtonderry@saxilbyparishcouncil.gov.uk>; Sheila Hughes <cllr.hughes@saxilbyparishcouncil.gov.uk>; Stephen Bowden <Cllr.S.Bowden@saxilbyparishcouncil.gov.uk>

Cc Admin <admin@saxilbyparishcouncil.gov.uk>; Zarina Belk <assistant@saxilbyparishcouncil.gov.uk>

Hello Jane,

Thank you for all your work on this.

We now have an Events Working Group (Cllrs Bridge, Bowden, Shepherd, Saunders and Wheatley), so I suggest they would be the most appropriate point of contact and cllr(s) from this group could attend any meetings and feedback to the council with any requests for how we can support.

This can be added in the events working group update shared with planning and development committee mid-September for (retrospective) ratification due to timelines.

Kind regards,

Lydia

Lydia Hopton, CiLCA

Parish Clerk

Saxilby with Ingleby Parish Council

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William Street

Saxilby

Lincoln

LN1 2LP

Saxilby with Ingleby Parish Council has signed up to the national Civility and Respect Pledge. We treat everyone with courtesy and respect and ask for the same in return.

The parish office is open to the public on Tuesdays and Fridays 9.15am-3.15pm.

Saxilby with Ingleby Parish Council supports the use of multiple channels to effectively communicate. If your enquiry is urgent or requires discussion please **call** to enable us to deal with your request quickly and efficiently.



From: Jane Foster-Smith <Jane.Foster-Smith@lincoln.anglican.org>
Sent: Thursday, August 28, 2025 10:30 AM
To: John Crump <cllr.crump@saxilbyparishcouncil.gov.uk>; Deborah Shepherd <cllr.shepherd@saxilbyparishcouncil.gov.uk>; Carla Saunders <cllr.saunders@saxilbyparishcouncil.gov.uk>; Hazel Wheatley <Cllr.Wheatley@saxilbyparishcouncil.gov.uk>; Paul Bridge <cllr.bridge@saxilbyparishcouncil.gov.uk>; Kathleen Truscott <cllr.truscott@saxilbyparishcouncil.gov.uk>; Lydia Hopton <clerk@saxilbyparishcouncil.gov.uk>; Craig Barratt <cllr.barratt@saxilbyparishcouncil.gov.uk>; Emma Bowden <cllr.e.bowden@saxilbyparishcouncil.co.uk>; Ian Willox <cllr.i.willox@saxilbyparishcouncil.gov.uk>; James Willox <cllr.j.willox@saxilbyparishcouncil.gov.uk>; Nicholas Waller <cllr.waller@saxilbyparishcouncil.gov.uk>; Sadie Ashton Derry <cllr.ashtonderry@saxilbyparishcouncil.gov.uk>; Sheila Hughes <cllr.hughes@saxilbyparishcouncil.gov.uk>; Stephen Bowden <Cllr.S.Bowden@saxilbyparishcouncil.gov.uk>
Subject: Poppies appeal and cascade project planning

Dear parish councillors

Thank-you for all your hard work in promoting the appeal for poppies. Next week, I'll send an email round to check with you that we've invited every community group, from Wispington house to pre-school, so everyone has the chance to contribute. I know we all want this to be an inclusive project.

This week I am trying to create a working team to oversee the management of the community project and wondered if you would be happy to have a parish councillor on it?

The cascade will be about 20m long, need attaching to the top of the tower and pinning at the bottom, and will be heavy. We need to risk assess and decide the best way of going

about it.

I need to organise insurance and get the permission from the Archdeacon to do this (already written to them and now waiting for a response).

On the working party, I would like there to be Stuart Mellor, the Scout leader who has extensive experience of constructing structures with rope and wood. I have emailed Katie and Paul Roberts this morning as they have experience of doing a poppy display. There will be a representative from the church (David Turner if he has time and capacity), and I have emailed Paul Hewes as he has experience as a structural engineer. I think the working team will need to meet once to iron everything out and then can probably just move the project forward through emailing and phone calls.

Here is the list of what we need to land:

1. What attach poppies to - a continuous net or 2 or more nets (Stuart Mellor may already have a net we could use)?
2. How fix on poppies (cable ties or something more eco friendly?)
3. Where and how to attach poppies (can we involve the community as much as possible - already have volunteers to help)?
4. How get cascade up or down the tower (cherrypicker?) and how attach to top of tower and pin at bottom?
5. What design do we want for the cascade and how will be communicate this to those who attach the poppies?
6. Revd Jane to organise Insurance and ecclesiastical permissions.
7. Agree a Risk Assessment with all health and safety implications.
8. Decide when the cascade goes up and comes down (October half term?)
9. Organise the team to put it up and take it down.
10. Decide about if and how to light it up.
11. Decide how to store the cascade and if we want this to be an annual event.

Have I forgotten anything?

Just as I write now, I'm thinking we need to talk about the financing of this project too e.g. if we have to hire a cherrypicker, but we may get lots of donations of people's resources of time and equipment and not need any money.

Please let me know if a parish councillor can be on the team.

My phone numbers are 01522 702427 and 07954 675732 if you'd like to have a chat. If I can't answer the phone, leave me a message and I'll call you back, or email me your thoughts.

Looking forward to hearing from you.

Best wishes

Jane