

Update from Events WG Meeting held on Tuesday 7thth April 2026

Attendees noted and apologies for absence given. No declarations of interest received.

Meeting notes from previous meeting on Tuesday 10th March 2026 were approved.

Meeting action log was noted.

Main Business/Discussion Items

Burial Ground volunteer days:

Burial Ground volunteer dates have been agreed for this year, and comms posts have started to go out.

The group agreed the suggested actions while on the day – weeding, sweeping, hedge trimming, dead-heading etc. Cllr Wheatley agreed to be lead councillor for the April event; to welcome volunteers, ensure everyone is happy/comfortable with tasks, liaise with Grounds Team on the day and ensure area is left tidy at the end. It was agreed that volunteers bring their own refreshments – add this to comms. Cllr Saunders will liaise with Clerk/Grounds Team and add Cllr Wheatley into communications.

Community Fundraisers update:

The Village Hall Fundraiser was a success, plenty of cakes and raffle tickets sold. Lots of volunteers came to assist and £433.18 was raised. A couple of issues were that not all the food items had ingredients labelled, and not everyone could hear the raffle numbers being called. We will ensure all food items are labelled going forward, and will look at how we can improve the raffle – maybe get a microphone? Cllr Shepherd will ask if the Sports Hub have one. Cllr Bowden has an idea for ‘real-time’ comms – she will follow up.

Good points were the variety of cakes, containers provided to enable cakes to be taken home, different colour raffle tickets (people seem to buy more, choosing one of each colour), plates and forks, and a good money float.

Prices for food were:

- Slice of cake £2.50
- Sausage roll or scone £1.50
- Cup-cake 50p
- Tea/Coffee £1.00

Cllr Saunders has spoken with Julie (Wildline) who is keen to have a fundraiser, Julie has spoken to people requesting cakes and raffle prizes; she will also bring some other items to sell. Julie has requested to be able to set up an hour before the start – so from 2:30pm. We will need more volunteers to assist on the day – Cllr Saunders happy to do raffle tickets. Cllr Wheatley happy to assist at the event. Will want 1-2 volunteers for food serving, 1-2 for drinks and plate collection, 1 for other sale items. Could potentially have a £1 donation bucket for teas and coffee if the Sports Hub do them.

Cllr Wheatley has offered to make a price list display and design a poster for the event.

Actions to do:

- Poster/price list. - Cllr Wheatley to do.
- Need a comms post to ask for volunteers to assist on the day.
- Ask for volunteers/support at the village hall coffee morning. – Cllr Saunders to do.
- Similar request for cake donations and raffle prizes. (can be brought up on the day from 2:30pm)
- Will need to check who will do tea/coffee. - Cllr Shepherd to talk to Sports Hub.
- Ask Julie to bring float money. - Cllr Saunders to talk to Julie.
- Order some take-away containers and raffle tickets (see if Julie or office have any first).
- Will need gloves plus knives (for food)
- Request tables/plates/cutlery on the day (same as previous event) - Cllr Saunders to liaise with caretaker supervisor.

Yard Sale – Sunday 28th June:

This is the first of two Yard Sales this year and follow on from the successful sale held last year.

Continue with similar comms/posters to last year. Comms need to start going out this month – plus posters on noticeboards and in shops.

Following from a comment last year, Cllr Saunders will go round the stalls to acknowledge residents participating and to take photos (with permission) for comms.

Highlight to groups that they can also take part to help raise money.

Picnic/games at the Recreation Ground – June:

Confirm date to be Saturday 6th June. SPRG have confirmed field should be free and they are not charging for the event. Many Thanks to them.

The idea is this is a council supported free event where we invite people/families to come along to the field, bring a blanket, picnic and some games and be part of a community get-together. This will tie in with the National Big Lunch.

Will have to arrange for the toilets to be open for that day.

Looking for traditional garden games for residents to bring.

Discussed whether music could be available on the day.

Could ask the school if they have any games we could use.

Cllr Bowden And Cllr Wheatley to look at putting a poster together.

SPRG to check on risk/insurance/liability etc.

Note feedback from debrief 2025 Christmas Light switch-on. Suggest an initial 2026 Christmas Event meeting date:

Thank you to Cllr Shepherd for writing up the feedback, it was noted and discussed.

To date, no community meeting has convened to formally bring together arrangements for the 2026 Christmas event, so key elements around this year's event delivery, including event coordination responsibility, road closures (if required) and associated budget provision, are still to be determined and agreed. It is noted that the 2026 Christmas event will not be led by the council. The council will instead have a supporting role where practicable.

It was agreed that a meeting needs to take place before September, so the community has enough time to get everyone together and pool ideas. It is felt that a meeting then needs to take place at the start of each month in the lead up to the event – this means any recommendations for council support can then go to the Events WG group and then P&D in the same month. The event can also be promoted by the community at the Annual Parish Meeting.

It was agreed to suggest holding the first Christmas Event meeting in June to get everything started – we need to ensure this is advertised in advance so as many community members as possible can attend.

Next Meeting

Next meeting date Tuesday 12th May at 7:15pm – in the Function Room.

Recommendations to Council/Committee

1. To note the update.
2. To note the action log.
3. To agree an initial 2026 Christmas Event meeting for the evening of Tuesday 2nd June 2026 and to promote to all outside/interested parties.