



SOUTH WOODHAM FERRERS
TOWN COUNCIL

Champions Manor Hall
Hullbridge Road
South Woodham Ferrers
Essex CM3 5LJ
Tel. 01245 321817

Events Community & Leisure COMMITTEE

AGENDA

**For a Meeting to be held at 7.30p.m. on
Tuesday 6th June 2023**

**at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

Membership:

Councillor Crosbie (Chairman)
Councillor Humphrey (Vice-Chairman)

Councillor Massey
Councillor Kelly
Councillor John

Councillor Sherlock
Councillor Wilson
Councillor Roberts

Councillor Birch

Local Residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item covered by the Committees Terms of Reference. If you have any queries, please telephone the Town Clerk on 01245 321817.

**Karen Atkins
Town Clerk
31st May 2023**

1. Apologies for Absence

To RECEIVE and ACCEPT any apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary, registerable or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. Confirmation of Minutes

To APPROVE the minutes of the extraordinary meeting held on 21st March 2023 as a true record.

5. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item of business covered by the Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

6. Budgetary Position

To receive the current budgetary position as of 31 May 2023 as attached to the agenda.

7. Health & Social Care Report

Committee to receive the report attached to the agenda and to identify any relevant activities to be considered for action in the coming months.

8. Items To Note

- **Cinema Club:** The next Cinema Club 14th June 23 is Vera Drake.
- **Jubilee Walk.** A walk with Councillors will be arranged by the Town Clerk/Officer in June 2023. Following this the Jubilee map will be updated.
- **Play in the Park** dates for Summer 2023 are booked for the 2nd,7th,18th & 22nd August 2023 in Saltcoats park. Schedule of activities attached to agenda.
- The missing bricks on the Bandstand will be replaced as soon as possible.
- Allotments – A water pipe repair was necessary due to a leak on the site, this was undertaken by G.L. Plumbing on 25th May 2023 at the cost of £90.00.
- Mr Gees Foundation has agreed the grant application and kindly increased the donation to £500.00 for the Seniors Film Club.

9. Christmas Lights & Christmas Fayre

- Committee to receive an update from the Town Clerk on the Christmas Lights.
- Committee to **NOTE** the date of the Christmas Fayre will be Saturday 18th November 2023.
- Committee to discuss and agree arrangements for this year's Christmas Fayre. Report attached to agenda.

10. Armed Forces Day

Committee to discuss ideas for the Armed Forces Day on 24th June 2023. Information attached to agenda. Leisure Officer to give an update.

11. Bandstand Maintenance

Committee to discuss maintenance for the bandstand. Quotes attached to the agenda.

12. Youth Week

Committee to receive an update from the Youth Week Working party.

13. Events

Committee to agree the office to oversee the arrangements for the following:

- Summer fun at Champions Manor Hall during August 2023.
- Halloween event 27th October 1-3pm.
- Committee to discuss ideas for a Summer Town Event.

14. Allotment Lease

Committee to discuss the lease which expires 1st July 2023 and documentation. Information will be sent under separate cover before the meeting.

15. Report To Council

To agree items to report to the next Council meeting on 20 June 2023.

16. Media Coverage

To consider whether any items on this Agenda warrant a Media release, and, if so, to agree a Councillor to comment if applicable.

17. Next Meeting

The next meeting of the Events, Community & Leisure Committee will be held on Tuesday 04 July 2023 at 7.30pm.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.

