

# Heath Hayes & Wimblebury Parish Council Events & Youth Committee Meeting

Wednesday, 3<sup>rd</sup> June 2026 at 6:00pm  
Hayes Green Community Centre, WS12 3XP

## Agenda

**1. Apologies**

**2. To Approve the Minutes of the meeting held on the 22<sup>nd</sup> April 2026**

Attachment (1)

**3. Summer Park Event – 20<sup>th</sup> June 2026 – 12:00pm – 5:00pm**

- Confirm food vendors booked.
- Confirm stallholders booked.
- Confirm entertainment booked.
- Confirm stage booked.
- Confirm inflatables booked.
- Confirm Toilet hire booked.
- Confirm First Aiders booked – tent/refreshments/parking provided.
- Confirm update on volunteers – who is assigned where.
- Confirm Biffa Bins contacted.
- Confirm advertising.
- Confirm running schedule for the day.
- Confirm use of popcorn and candy floss machines.
- Confirm Risk Assessment.
- Confirm Event Management Plan.

Attachment (2)

Attachment (3)

**4. Community Litter Picking Event – Assessment**

- Review the success of the event and evaluate the areas to build on.

**5. Best Kept Village**

- Confirm judging date.
- Confirm guidelines/entry.
- Confirm advertising.
- Confirm winner's prize(s).

**6. Items for Future Agenda.**

**7. Date of next meeting – to be confirmed.**