Heath Hayes & Wimblebury Parish Council
Events & Youth Committee Meeting

Wednesday, 4th November 2026 at 6:30pm
Hayes Green Community Centre, WS12 3XP

Agenda

1. Apologies

2. To approve the Minutes of the meeting held on 02-09-2026 and 07-10-26 Attachment (1 & 2)

3. Wimblebury Service 7th November 2026

- Bugler Rachael Dickens is confirmed
- Reader Clay Maclean confirmed (names sent via email, also need laminated copy for on the day.)
- 20 copies of service are printed and need to be taken to event.
- Have Cllrs Cecil and Harborow met to check set up of PA?

4. Heath Hayes Service 8th November 2026

- Audio of bugler playing last post, silence and reveille sent to Chair to test with PA. Andy has agreed to guard equipment when Chair at service. Have longer cables been purchased?
- Readers Clay Maclean and Oliver Oakes confirmed (names sent via email, also need laminated copy on the day.)
- St John ambulance will be providing first aid cover.
- Regular drummer unable to attend, local girl guide is to drum instead, a drum has been purchased. The readers will march with her to keep pace.
- RNR road maintenance have confirmed road closure to start at 10.20am ready for parade to leave at 10.30am.
- Orders of service are printed and have been taken to Church.
- Still awaiting numbers for church/parade from last few uniformed groups.
- Litter picking: 7th November 2026 meeting at Five Ways Island at 12noon. Council to decide on a lead Councillor on the day and areas to litter pick.

5. Christmas Event Saturday 5th December 2026

- EO to meet with Rev Ann on 16.11.26 to discuss what will happen in the church hall regarding the sing-along.
- Contact Mick regarding use of back hall for grotto.
- Non Stop Kids Entertainment can provide Christmas disco, with party games and stickers for £199.99, 5-6.30pm. Attachment (3)
- Cllr. M Cecil to provide biscuits and biscuit decorations, allergens listed?
- EO to produce risk assessment and timetable for event.
- Items to be purchased, cakes, soft crisps, drinks, cake decorations and presents for children. How many do we cater for?

6. Items for next agenda

- Finalise Christmas party, Dates for 2027 events, banner for Easter event.

7. Date of next meeting.

Events Officer: *Mrs R Gentle* Dated: 29th October 2026
Hayes Green Community Centre, Heath Way, Heath Hayes
Phone: 07487656244 Email: eventsofficer@hhandw-pc.gov.uk