

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

Wednesday, 22<sup>nd</sup> April 2026 6:00pm  
Hayes Green Community Centre, WS12 3XP

**Present:** Cllr D Cecil, Cllr M Cecil, Cllr S Cotter, Cllr C Harborow, Cllr A Beach

**In Attendance:** Mrs L Bowman  
Parish Clerk  
Mrs R Finney-Edwards  
Communications/Events Officer

1. **Apologies** Cllr L Wilson
2. **Minutes were approved of the meetings held on the 11<sup>th</sup> April 2026.**  
The minutes of the meeting held on the 11th April 2026 were approved as a true record.  
Proposed: Cllr A Beach.  
Seconded: Cllr S Cotter.
3. **Spring/Easter Event Completion Assessment- 11<sup>th</sup> April 2026 – 1:00pm – 5:00pm**
  - Reviewed the success of the event and evaluated areas to build on for the next event.
4. **Summer Park Event – 20<sup>th</sup> June 2026 – 12:00pm – 5:00pm**
  - Confirmed food vendors booked.
  - Confirmed stallholders booked.
  - Confirmed entertainment quotes.
  - Confirmed stage quotes – Communications & Events Officer to book.
  - Confirmed quotes for inflatable hire - Communications & Events Officer to book.
  - Confirmed Toilet hire quotes - Communications & Events Officer to book.
  - Confirmed and chose quotes for First Aiders - Communications & Events Officer to book.
  - Confirmed update on volunteers.
  - Confirm Biffa Bins discussed and Cllr L Wilson to follow up.
  - Looked at advertising where to advertise and discussed quantity of banners needed – Communication & Events officer to complete.
5. **Community Litter Picking Event – 16<sup>th</sup> May 2026**
  - Confirmed event date.
  - Confirmed event venue/area.
  - Confirmed equipment needed for event.
  - Confirm volunteers to support event – Communications & Events Officer to send out emails.
  - Confirm advertising – Communication & Event Officer to advertise.

**6. Future Event Dates – Details for events to be discussed at future meetings**

- Confirmed Remembrance event date 7<sup>th</sup> & 8<sup>th</sup> November 2026.
- Confirm Christmas Fayre is going ahead again this year and confirm date.
- Confirm Christmas event is going ahead and confirm a provisional working date.

**7. Items for Future Agenda.**

- Confirm Family Fun in the Park Event final details.
- Confirm Best Kept Village details.
- Confirm dates and venue for the Christmas Fayre.

**8. Date of next meeting – 3rd of June 2026 at 6:00pm.**

Signed: ..... Dated:.....

DRAFT