Heath Hayes & Wimblebury Parish Council
Events & Youth Committee Meeting

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

Present: Cllr S Cotter, Cllr M Nakhwal, Cllr D Cecil, Cllr M Cecil, Cllr A Harborow and Cllr A Harborow.

In Attendance: Mrs. L Bowman
Parish Clerk & Responsible Officer
Ms. R Gentle
Events Officer

1. **Apologies Received**
   Cllr M Finlan and Rev. Ann Kelly.

2. **Minutes of the meeting held on the 02-09-2026 and 07-10-26 to be approved**
   Minutes of the meeting held on the 7-10-26 approved.

   Proposed: Cllr C Harborow
   Seconded: Cllr S Cotter

   Minutes of the meeting 02-09-2026 still to be approved.

3. **Wimblebury Service 7th November 2026**
   - Agreed the full PA system will be taken to Wimblebury Service. New leads had been ordered.
   - PA and generator had been checked. Oil and fuel for 10.5 hours.
   - Agreed order to call wreath bearers.
   - Cllr C Harborow and Cllr D Cecil to meet at the memorial at 9.30am to set up.

4. **Heath Hayes Service 8th November 2026**
   - Committee listened to bugler audio, confirmed the PA equipment would be tested at the Wimblebury Service.
   - Confirmed readers will march with the guide who is the drummer. The committee listened to the guide practicing, agreed the Chair would thank the guide after the service.
   - Agreed Cllr A Harborow will co-ordinate litter pick at 12pm on 7.11.26, meeting at the memorial gates. Split into two teams, one for Gorsemoor Park and one for High Street.
   - Three volunteer marshals would direct to crowd at the memorial gates to ensure they do not stand too far forward.
   - Confirmed that Councillors will have seats reserved at the church but still need to arrive in good time.

5. **Christmas Event 5th December 2026**
   - EO to meet with Rev Ann and contact Mick Hughes to discuss layout of hall, check capacity, use of urn, what time we can enter to decorate/set down and use of back room for grotto.
   - EO to confirm with Cllr P Hewitt that he will be Santa. We have a costume. All councillors can chose a costume from the collection.

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- Once room capacity is known purchase colouring book/crayons as presents and something suitable for under 3s for presents. Cllr M Nakhwal agreed to wrap presents.
- Discussed how we can check numbers. Drop-in with raffle ticket system to see Santa is possible. EO to investigate Eventbrite ticketing as well.
- Event needs a suitable name, suggestions welcome.
- Numbers of food items to be purchased still to be decided; biscuits and materials for decorating, crisps, drinks (hot and soft) and mince pies.
- Council agreed to book Non-Stop Kids Entertainment for £199.99.

6. Items for next Agenda

Finalise Christmas event, events for 2027, Easter banner and invite Town Crier to Summer Event.

7. Date for next meeting Wednesday 2nd December at 6.30pm

Signed: Dated:

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