

Heath Hayes & Wimblebury Parish Council Events & Youth Committee Meeting

Wednesday, 7th January at 5:30pm
Hayes Green Community Centre, WS12 3XP

Present: Cllr L Wilson, Cllr A Beach, Cllr C Harborow, Cllr S Cotter

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

1. Apologies Cllr V Davies

No Apologies Cllr D Cecil

2. Minutes were approved of the meetings held on the 17th September & 19th November 2025.

The minutes of the meeting held on the 17th September & 19th November 2025 were approved as a true record.

Proposed: Cllr L Wilson

3. Spring/Easter Event – 11th April 2026 1:00pm – 4:30pm

- Confirmed Easter lunch idea- BBQ hot dogs/burgers tea/coffee/squash.
- Confirmed costs for adults £1 tea/coffee £2burgers.
- Confirmed timing for the event.
- Look into cost of booking a magician.
- Confirmed Easter bonnet parade.
- Confirmed disco.
- Confirmed easter egg hunt with imaged and prize.
- Confirmed advertising is needed to distribute posters and information to local schools and groups. Added in Spring newsletter.
- Confirmed free event but tickets needed – tickets to be created and QR code generated for online booking.
- Confirm volunteers for the day of the event and roles.

4. Summer Park Event – 20th June 2026 12:00pm – 5:00pm

- Confirmed advertising – double page in newsletter, posters, banners, digital.
- Advertisement for bands/acts/open mic.
- Confirmed seller pitch fees £25 per stall – minimum of 30 stalls.
- Confirmed food vendors pitch fees £50 per stall.
- Confirmed 10% of pitches to be charity stalls – free.
- Confirm Whitehouse's and Ice-cream man for vendors.
- Book the park for the event.
- Confirmed £5 entertainment charge.
- Confirmed event name – Annual Heath Hayes Summer Festival.

- Confirm entertainment.
- Confirm stage hire.
- Confirm bouncy castle for children.
- Confirm toilet hire
- Confirm Invites.
- Confirm volunteers.

5. Items for Future Agenda

- Finalise Easter Event.
- Planning Summer Event – Councillor dependant.
- Look at planning a quiz night with fish and chip supper.

6. Date of next meeting – 11th February 2026

Signed: L.Wilson

Dated: 11-02-2026