

Heath Hayes & Wimblebury Parish Council Events & Youth Committee Meeting

Wednesday, 11th February at 6:00pm
Hayes Green Community Centre, WS12 3XP

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

In Attendance: Mrs R Finney-Edwards
Communications/Events Officer

1. No Apologies Cllr D Cecil

2. Minutes were approved of the meetings held on the 7th January 2026.

The minutes of the meeting held on the 7th January 2026 were approved as a true record.

Proposed: Cllr L Wilson

3. Spring/Easter Event – 11th April 2026 1:00pm – 5:00pm

- Confirmed Easter lunch idea- BBQ hot dogs/burgers tea/coffee/squash.
- Confirmed food tickets be issued to each child on entry.
- Confirmed costs for adults £1 tea/coffee £2 burgers.
- Confirmed timing for the event – 1-5pm.
- Confirmed the cost of magician.
- Confirmed Easter bonnet parade.
- Confirmed disco.
- Confirmed no easter egg hunt.
- Confirmed advertising is needed to distribute posters and information to local schools and groups. Needs adding to Spring newsletter.
- Confirmed free event but tickets needed – tickets created and QR code generated for online booking.
- Confirmed some of the volunteers for the day of the event and roles – to speak to other councillors.

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 – wait till next meeting.
- 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.
- Confirmed to contact Whitehouse's and Ice-cream man as vendors.
- Confirmed event name – Annual Heath Hayes Summer Festival.
- Confirm entertainment – to be discussed at next meeting.
- Confirm stage hire – to be discussed at next meeting.
- Confirm bouncy castle for children – to be discussed at next meeting.

- Confirm toilet hire - to be discussed at next meeting.
- Confirmed Events Officer to obtain quotes for first aiders.
- Confirm volunteers - to be discussed at next meeting.

5. Fish and chip super quiz night

- Confirmed Event.
- Confirm event date – to be discussed at next meeting.
- Confirm event venue – to be discussed at next meeting.
- Confirm event details – to be discussed at next meeting.

6. Items for Future Agenda

- Finalise the Easter Event.
- Planning Summer Event.
- Continue with planning details for the fish and chip supper quiz night.

7. Date of next meeting – 11th March 2026

Signed:

Dated:

DRAFT