

**Minutes of the Meeting of Hellesdon Events Committee Wednesday 16th
July 2025, 3pm Held in the Westwood Room
Hellesdon Community Centre**

Present at the Meeting

Cllr Sarah Smith (Chairman)
Cllr Roy Forder
Cllr Mel Maidstone
Cllr David Britcher

Also in attendance

David Marshall – Admin Officer (minute taker)

The Chairman welcomed all attendees, and opened the meeting at 3pm

- 1. Apologies and acceptance for absence**
Apologies were received from Cllr Bill Johnson and Cllr Lacey Douglass
- 2. Declarations of Interest and Dispensations**
No declarations were made or dispensations requested.
- 3. Approval of the Minutes**
Minutes were agreed and signed by Cllr Sarah Smith.
- 4. Public Participation** (as permitted by Standing Order 3.d & 5.k. xiii)
No members of the public in attendance.
- 5. Summer Fayre Review**

Councillor Sarah Smith expressed gratitude to everyone for their contributions to the success of the Summer Fayre. The cider tent was particularly popular, and it was unanimously agreed to contact the Bull pub to secure a pitch for next year to provide beers and other beverages. There were some comments on social media regarding a lack of food stalls, with a suggestion to include a traditional fish and chip stall.

The proposed date for next year's fayre is May 20th, 2026, and David Marshall offered to assist with the organization. It was noted that the PA system needs upgrading, and Councillor Sarah Smith said she would speak with Jack 'the master of ceremonies' about this issue. Councillor David Britcher suggested moving the PA van away from the main area to near the fence, as its current location was obstructing the view of the main arena. The group unanimously decided that the welly wanging event would not be included in next year's line-up. Additional suggestions for next year's event included Councillor Sarah Smith proposing a petting farm in the grounds of the council office, and possibly some circus clowns. Councillor David Britcher recommended hiring a bouncy castle, while Councillor Roy Forder suggested approaching the band "Treefellers and Ladybirds" and singer Tony Cann for entertainment.

Approved.....

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The booking form for stall holders will be amended by David Marshall. The changes will include the following:
- A requirement for stall holders to have liability insurance. - Confirmation that payment has been made. - A note regarding cancellation dates. - The number of pitches. - A reference box, for example, SF26, will be added. Cllr David Britcher will review the wording regarding liability insurance. Suggestions for pitch sizes need to be made. Currently, the size is set at 3m x 3m; we should consider whether these need to be larger and spaced farther apart. Gates will open at 8:30 AM, and stall holders must confirm that they are ready to begin by 11:00 AM.

6. Family event for Halloween

It has been proposed to hold a Halloween fancy dress party for the residents of Hellesdon at the community centre on Saturday, November 1st. The event will feature a disco, with Broadland managing the bar, and there might also be a raffle to raise money for charity. No final decisions have been made yet, but we are considering bringing this event to the public. David Marshall will look into DJ prices and other details.

7. Awards Evening

It was suggested we continue to keep doing the awards evening and arrange this for March 2026. More to be discussed at the next meeting.

8. To confirm the date, time and venue of the next meeting.

3rd September 2025 @3pm

The meeting closed at 4.41pm

Approved.....

Date.....
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