



Hullbridge Parish Council

Events & Leisure Committee WORKING GROUP

Held on Wednesday 3rd July 2025

7.00 pm

Hullbridge Parish Council Office, 98 Ferry Road, Hullbridge, SS5 6EX

Members present: Cllr C. Agius; Cllr S. Cooper; S. Walsh; Cllr K. Charters.

Visting: Cllr J. Hampstead.

Staff present: Mrs Nicola Harding / Julie Mullett

Representatives from the HCA, Windermere Centre and Scout Group were present.

Minutes

1/07/25 Apologies for Absence

1.1/07/25 – Apologies were given from Cllr Naish.

2/07/25 Introduction

2.1/07/25 – Cllr Agius welcomed everyone and gave an overview of the functions and aims of the working group. The Terms of Reference for the working Group were agreed.

3/07/25 Discussion of Events for 2025

3.1/07/25 – The Clerk provided an overview of the administration for the Christmas event on 29th November, confirming that all necessary paperwork had been submitted and the required licences had been issued. Rochford District Council (RDC) currently holds the event management plan for final sign-off.

The Hullbridge Community Association (HCA) advised that they would like to host Santa's Grotto this year and are considering offering indoor stalls at the HCA premises. They also confirmed that Cooks Carriages will once again provide Santa's sleigh, as in previous years.

The Scout Group confirmed their intention to provide stalls, as they did in 2024, and expressed interest in expanding their involvement if sufficient volunteers are available.

The newly formed PTA indicated that they would like to have a stall, although their overall involvement may be limited this year due to the group's recent establishment.

There was a discussion regarding upcoming events for Community Groups including;

HCA

- **12th July - Live Aid Concert.**
- **20th August – Children's Entertainer.**

SCOUTS



- **21st September – Duck Race.**
Windermere Centre
- **22nd November – Bazaar.**

The Windermere Centre is leading a community initiative, supported by the Parish Council, to create poppies through knitting, crocheting, or colouring for display at key locations in the village during the Remembrance period in November. To date, over 2,000 poppies have been made and received.

The Clerk reported that discussions have taken place with the local library, who have granted permission for a display to be installed outside the building. The Clerk will arrange for the Parish Council's maintenance team to meet with representatives from the Windermere Centre and the Library to agree on the design and installation of the display.

4/07/25 General Discussion

4.1/07/25 – The discussion regarding Parish Information Days was deferred to the Events and Leisure Committee Meeting.

Cllr Agius encouraged members to begin considering ideas for a potential summer event, following a suggestion from the Chair of Hullbridge Parish Council that the Council explore the feasibility of such an event.

The Clerk advised that current staffing resources within the Parish Office are limited, and therefore any event would require collaborative support, including assistance with administration.

It was suggested that a poll be included in the Autumn/Winter newsletter to gauge public interest in a summer event and to invite volunteers from the community to support its delivery.

Meeting closed 19.47 hrs