



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
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West Sussex BN6 9UY

NOTES of the meeting of the **Events Working Group** held at 9:30am on Thursday 25th September 2025 in the Village Centre Conference Room.

Present:	Claire Majasai – Chair	Susan Dyke - Councillor
	Bob Sampson - Councillor	
	Viv Aloy – Assistant Clerk	Gemma Porteous – Assistant Clerk

Extract Only:

Annual Parish Meeting 2026

As agreed at the 12th June 2025 Community Engagement Committee Meeting, the 2026 Annual Parish Meeting will be a scaled back and less formal event. Cllrs noted the value of the networking element in previous years, but it was agreed that this provision is still offered by the Council at the Community Forum event. There is flexibility to run an additional one of these, if there is the demand to do so. The following is proposed:

- **Strapline:** “Community Conversation”
- **Venue:** Club suite, smaller than the Main Hall but more spacious than the Conference Room, with its own kitchen facilities and flexibility to add additional seating/tables depending on number of attendees. This also has the advantage of disturbing fewer hirers as the Tuesday evening group already have a key to Court Bushes and use it intermittently.
- **Format:** To run in two parts:
 - Formal: Introduction, Chairman’s presentation of the Annual Report followed by any questions related to it.
 - Informal: A “round table” open-ended discussion with members of the public and representatives from local community groups and organisations, focusing on priorities and aspirations for the parish and giving opportunity for discussion of any local concerns.

RECOMMENDATION: That Community Engagement Committee **RECOMMEND** the initial ideas for the format, as proposed by the Events Working Group, to Council

Annual Report: Cllrs agreed this was too long last year and included a lot of repetition between reports, noting that delays in receiving all the drafts meant there was insufficient editing time. The wordcount and number of photographs per report will be much reduced, it was agreed that some photographs should still be included as these made the report more attractive.