



Hurstpierpoint & Sayers Common Parish Council
Email: office@hurstpierpoint-pc.gov.uk
Website: www.hurstpierpoint-pc.gov.uk
Telephone: 01273 833264

Village Centre
Trinity Road
Hurstpierpoint
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 Majsai – Chair
Bob Sampson - Councillor
Viv Aloy – Assistant Clerk
Susan Dyke - Councillor
Gemma Porteous – Assistant Clerk

Community Forum Tuesday 4th November

To be held in Court Bushes Function Room again from 12:30pm – 2:30pm, noting how difficult it was to find space in our own venue to run the event. Set up will be from 12pm, which has been agreed with the morning hirer.

A “save the date” flyer has been circulated to our distribution list. Formal invitations/posters will follow, with a note suggesting attendees may wish to bring lunch. Tea/coffee and biscuits will be provided as usual.

Speakers so far:

- Gail from Befriended on the Village Centre Christmas Day Lunch
- Sussex Community NHS Foundation Trust – information on the trust and becoming a trustee.
- Boutique Care Homes on their community outreach support offering
- Martin Sadler – Heritage Orchard in Hurst Meadows
- AgeUK WSBH – overview of local support

Cllr Majsai will speak about Parish Council grants, councillor vacancies, and proposed changes to the Annual Parish Meeting, and Nicola Brewerton from Community People will share information about their networking and volunteer forums.

Little response was received in terms of themes other than through Befriended who raised the issue of “invisible carers”, highlighted by their Café Neuro project, which they have now actively started promoting as for the carers as much as (if not more than) for the individuals they care for. It was suggested that Neighbourly Care and Carers Support Network be specifically invited to attend to link in with this.

Orchard Wassail Saturday 10th January

Feedback from last year was that this weekend in January was very soon after the Christmas Break and a lot of pressure to organise, however the general format for the event is set from previous years and plans are much further ahead, with quotes for first aid cover already in and enquiries being made on lighting. Given issues with availability of involved parties over the other weekends in January this is the best option.

Format

The day will run in two parts as per previous years:

- **Singing Workshop:** 1pm – 3pm Village Centre Main Hall.
- **Evening Orchard Wassail:** From 5pm at The Millenium Garden. The Hop Tub are keen to support again by hosting wrap around events, so it is likely that the Folk Choir will set out from there a little earlier, and lead participants to the official start point.

The primary concern from the 2025 risk assessment was the bridge and ground conditions at the entrance to Buckwilly and works have been undertaken to improve this.

Feedback from Martin Sadler after last year's event was that there was some litter left behind.

Actions:

- Jo Burke to be requested to remind people to be mindful of litter
- Cllr Majsai will check the orchard on Sunday morning

Cllrs reviewed the Parish Council Events budget monitoring document and discussed in detail:

- The request from Jo Burke to pay £200 expenses for professional musicians to attend, noting that their standard fee for two hours is £1875.
- Further offer of a singing workshop at St Lawrence school lead by Jo Burke. This offer was made twice last year but the school did not respond. Councillors would like this to be offered again, should Jo be available.

Cllrs noted that the remaining Parish Council Events budget would likely be sufficient to fund both the musicians' expenses and the workshop, should one go ahead.

RECOMMENDATION That Committee AGREES to the proposed expenditure for the Wassail, including the £200 requested towards the expenses of the professional musicians performing at the event.

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.