



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 11am on Friday 22nd May 2026 via Microsoft Teams

Present:

Cllr Claire Majsai	Cllr Susan Dyke
Cllr Helen Bedford	Cllr Bob Sampson
Viv Aloy – Assistant Clerk	Gemma Porteous – Assistant Clerk

Review of Annual Parish Meeting

Positives

- Set up was much more inclusive, encouraging members of the public to ask questions
- Good level of engagement from members of the public who attended
- Good number of councillors in attendance
- Councillors being spread out around the table rather than grouped together worked very well in encouraging questions

EWG felt that the format worked well and should be carried forward for the 2027 event. The Community Forum event continues to provide the valuable networking opportunities for local organisations.

Areas for improvement

- More large tables to be moved over from the Main Hall in advance – there were not many “full size” tables in the Club Suite.
- Replacement urn needed – this urn was moved elsewhere to replace a broken one and we had previously managed by moving the one from the main kitchen over when required by hirers, however it was required by the Main Hall hirers that evening.
- Still very limited demographic in attendance. The theme for 2027 to be considered nearer the time in terms of what may attract different/younger demographics.

St Lawrence Fair 2026

The group discussed the viability of running the stall this year, given the following challenges:

Set up and Strike Down

Green Scene are not able to assist with this year, the Estates & Facilities Manager can potentially set up, but would not be available to strike down.

The potential for volunteers assisting from other stalls was discussed but discounted due to the lack of certainty plus the requirement for the gazebo, noticeboards and events boxes to be removed from the Recreation Ground and securely stored somewhere.

- Enquiries to be made by the office as to whether any other staff from Green Scene could assist, or whether the Maintenance Officer would be available.

Councillor Availability

So far, only 3 Councillors have confirmed that they are available to staff the stall, with 1 “maybe” and 4 definitely not available. This was raised at Full Council yesterday and councillors were asked to respond with their availability by 11am today. 5 councillors are still to respond either way.

- Assistant Clerk Aloy will chase the outstanding councillors and draw up a draft rota to assess viability.

Research to be done for the “Guess the name of the toy animal” competition as this is easy to run and well received – a short list will be circulated to the EWG by email.