

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's



HAVERHILL
TOWN COUNCIL

COMMUNITY EVENTS WORKING PARTY

Held on Monday, 06 July 2026 at 7.00pm

Present: Councillor J Burns (Chair)
Councillor B Davidson (Vice-Chair)
Mayor L Miller-Jones
Councillor A Luccarini (from 7.20pm)

Apologies: Sara Marsh – Events Manager
Councillor P Hanlon

Absent: Councillor D Page

In Attendance: Colin Poole, Town Clerk
Vicky Phillips – Deputy Clerk
Gary Wilson – Operations Manager
Joseph Dexter – Marketing Officer

There was one member of public present.

MINUTES

- | | | ACTION |
|----------------------------|--|--------|
| CE26
/024 | <u>Welcome</u>
The Chair welcomed everyone to the meeting and confirmed that as a Working Party it has no delegated authority, and all recommendations must be ratified by the Leisure and Community Committee or implemented by the Clerk under delegated powers. | |
| CE26
/025 | <u>Apologies for Absence</u>
The above apologies were noted. | |
| CE26
/026 | <u>Declarations of Interest and requests for Dispensation</u>
None. | |
| CE26
/027 | <u>Minutes of the previous meeting</u>
It was proposed by Councillor B Davison, seconded by Councillor J Burns that the minutes of the meeting held on 20 th April 2026 be agreed as a true record.
RESOLVED | |
| CE26
/028 | <u>Matters Arising not on the agenda</u>
None. | |
| CE26
/029 | <u>Public Speaking</u>
The member of public did not wish to speak. | |

CE26 Community Events 2026

/030 Gary Wilson explained that the planning of the events is taking place, publicity is starting.

a) Chalkstone Fun Day

Nothing further to report.

b) Parkway Fun Day

Councillor J Burns offered help with barriers.

c) Clements

Nothing further to report.

d) Haverhill in the Park

Steve Marsh gave an update.

Usual planning is taking place, all of the standard infrastructure is in place, dates are in with relevant parties. There is a finalised line-up and save the dates have gone out with this year's headliners, secondary announcement coming this week with main support as done in past. Few bits still outstanding but will be pulling that together in the next few weeks. In the Catering village there are a few changes, although are aiming for same sort of structure which has been successful in the past, the HAC will now be providing one half of the bar provision along with a local company. This will mean that HAC will not be catering the burgers and hot dogs, which will be provided by a local trader. There will also be some returning catering traders along with some new.

Councillor J Burns asked about till systems. Steve Marsh has delegated bar provision to Helen Barker, Councillor J Burns to liaise with her about technically how it will work and will talk to Kerry Wallis regarding accounting and budgets.

Joe Dexter and Steve Marsh will work on marketing.

Gary Wilson is finalising staffing and requested volunteers.

e) Picnic in the Park

Nothing further to report at this time.

f) Halloween Trail

Sara Marsh is putting together the trail program, which is town this year, rather than at East Town Park.

g) Christmas Event/Christmas Fireworks

Sara Marsh is working on the parade and fireworks.

Councillor J Burns requested a report before next meeting on 5th October.

Sara M

CE26 Any Other Business

/031 None.

CE26 Date of Next Meeting

/032 5th October 2026

CE26 Closure

/033 The Chairman declared the meeting closed at 7.25pm.

Signed
Chairman

Date