



LONDON COLNEY PARISH COUNCIL

To: Councillors Hopcroft, Mugele, L Winstone, D Winstone, Prowse and Lillico

18th October 2024

You are hereby summoned to attend a meeting of the **EVENTS AND COMMUNITY COMMITTEE** meeting to be held on **THURSDAY 24th OCTOBER 2024, at 7.00PM, CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY, HERTS, AL2 1PU**

Jane Johnstone
CEO/ RFO

AGENDA

		Page No.
1.	APOLOGIES To receive apologies for absence	1
2.	NOTIFICATION OF SUBSTITUTIONS To receive any notification of substitute Members to the Clerk	1
3.	DECLARATION OF INTEREST To receive Member's declarations of interest in items on the agenda	1
4.	MINUTES OF PREVIOUS MEETING To approve the circulated minutes of the previous meeting held on 26th September 2024	2-3
5.	WORKING SUB-COMMITTEES	
5.1	Village Day 2025 - update following the first working sub-committee Tuesday 22 nd October	
5.2	London Colney Pride Day 025 - First working sub-committee date to be scheduled in	
6.	EVENTS UPDATE 2024 - No report issued due to annual leave	
6.1	Welcome Space – From November 2024 until March 2025 the Lounge can be used every Monday from 10.30am till 2.30pm to offer the community a 'Welcome Space'. We can offer tea, biscuits and games. Communities 1 st are offering grants for refreshments and they also have advisors and workshops for the community to use during these times.	4-5
7.	ANY OTHER BUSINESS	
8.	DATE OF NEXT MEETING THURSDAY 19 th DECEMBER at Caledon Community Centre (Informal meeting)	



LONDON COLNEY PARISH COUNCIL

MINUTES OF THE EVENTS AND COMMUNITY COMMITTEE

TUESDAY 26th SEPTEMBER 2024, 7.00PM

CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY, HERTS,
AL2 1PU

PRESENT: Cllrs Hopcroft (Chairman), Mugele, L Needham, D Winstone and L Winstone

Cllr Prowse and Lillico (ex officio)

IN ATTENDANCE: S Penny, Events & Community Administrator and J Johnstone, CEO/RFO

1. APOLOGIES

No Apologies were received.

2. NOTIFICATIONS OF SUBSTITUTES

None.

3. DECLARATION INTEREST

There were no declarations on any item on the agenda.

4. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on Thursday 18th April were received as a true record of the meeting.

5. EVENTS 2024

Events and Community Officer produced a report with detail of upcoming events

Halloween Party

- 20 out of the 60 tickets sold to date

Fireworks

- Safety advisory group has come back OK for fireworks 2024
- 300 out of 4200 tickets sold to date
- Scouts will not attend as volunteers this year – extra 20 volunteers are needed for the event

Remembrance Parade

- The line up and event meeting was held last night – good meeting

Swing to King

- 100 tickets available, £8.50 each with staff and lunch club volunteers given a complimentary ticket

Christmas Lights Switch On

- The scouts could be assisting in this event for the first year

Christmas Biscuits

- Fox Burton have agreed to give 250 boxes of biscuits, the boxes that are not used can go to the food bank

Magazine

- There is a delay in the Autumn issue delivery due to the deliverer being sick

Christmas Wreath making

- The regular wreath maker has had to canceled and we are looking for someone to stand in to keep this event going

Summer Event – Village Day 2025

- It was **RESOLVED** to happen on 9th August 2025
- It was **RESOLVED** to create a working party consisting of Cllrs L Winstone, V Hopcroft, Karl Mugele and L Needham
- It was **RESOLVED** to send out working party dates for the subcommittee to meet for the Village Day 2025

6. ANY OTHER BUSINESS

6.1 London Colney Pride 2025

- Following on from Watford Pride event in August 2024, is there a need for something in London Colney 2025?
- Cllrs **RESOLVED** that a pride event would be a good idea in London Colney
- It was **RESOLVED** to hold it on 23rd August 2025
- It was **RESOLVED** that Cllr L Needham will talk to Clive Duffy
- It was **RESOLVED** that a subcommittee will be formed

6.2 Hirers parking on the booking forms

- Hirers parking is covered in section 5 and 6 of the Hirer's terms and conditions document

6.3 Alcohol Sales at Morris Way

- It was mentioned that in the past LCPC had informed London Colney Cricket Club (LCCC) that they were not able to sell alcohol on the Morris Way site. This could affect future events in Morris Way.
- It was **RESOLVED** to check the Morris Way Playing Field covenants for alcohol sales before proceeding with major events on Morris Way Playing Field.

8. DATE OF NEXT MEETING

The next Events and Community meeting will take place on Thursday 24th October 2024

The meeting closed at 19.41.

Signed

Date

Chief Executive Officer / RFO

From: Amanda Moss <Amanda.Moss@communities1st.org.uk>
Sent: 09 October 2024 15:14
To: Chief Executive Officer / RFO
Cc: Leanda Richardson
Subject: Re: Wellbeing Cafe

Good Afternoon Jane

I am writing to you today following your expression of interest (with my colleague Tom Watkins) to include a Welcome Space Cafe into the delivery of your community services.

Communities 1st have been running the Welcome Space Project for almost 2 years now, where we offer funding for community groups across Hertfordshire to provide a welcome space.

For more information, including success stories about our current Welcome Spaces follow the link: [Welcome Space Network Project August 2024 \(communities1st.org.uk\)](https://communities1st.org.uk/Welcome-Space-Network-Project-August-2024)

Access to this funding requires the welcome space projects to run as followed:

- one session a week
- up to 4 hours
- open access to all

The funding is intended to help with:

- Core running costs
- Refreshments (tea, coffee, soft drinks, biscuits)

You can use this funding within any activity that you currently run

As part of the project Communities 1st will also provide:

- Leaflets and literature to distribute to attendee
- Volunteer Energy Advisors to provide expert guidance and advice
- Volunteer Benefits Advisors, with one-to-one consultations available
- Numeracy, budgeting, cooking & nutrition skills workshops
- Digital Inclusion – access and training
- Referral forms for support services will also be provided

Monitoring and evaluation:

This is an essential element with this project where community groups will be required to submit data through an easy-access online portal, on a weekly basis. However, should you need support with this I will be on hand to help with solutions to ensure the data is reported. Please rest assured, the data input required is minimal and should only take 5-10 minutes of your time.

The data reported to us will be used to evaluate the targets that are in place for the funding. This can be reached throughout all your centre's activities, not just the sessions that are funded.

If you have any questions, I am more than happy to visit you in-person or if you would prefer, we could meet virtually via Teams.

I look forward to your response and our potential meeting.

Kindest regards
Amanda (Moss)

Partnerships and Outreach Coordinator
The CVS Team at Communities 1st

Please note, my office hours are Monday-Wednesday 8am – 4pm. I work from home on Thursdays with access to all emails.

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W: www.communities1st.org.uk

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Community Hub: 5 Leeming Road, Borehamwood WD6 4EB
Community Hub: 235 High Street, Waltham Cross, EN8 7BA



From: Tom Watkins <Tom.Watkins@communities1st.org.uk>
Sent: Wednesday, October 9, 2024 2:40 PM
To: Isobel Hatfield <Isobel.Hatfield@communities1st.org.uk>; Chief Executive Officer / RFO <ceo@londoncolney-pc.gov.uk>
Cc: Amanda Moss <Amanda.Moss@communities1st.org.uk>; Sadie M Charles <Sadie.Charles@communities1st.org.uk>; Leanda Richardson <Leanda.Richardson@communities1st.org.uk>
Subject: RE: Wellbeing Cafe

Hello there Jane,