



BRANDON

TOWN COUNCIL

LOCAL GOVERNMENT ACT 1972

NOTICE OF A MEETING OF BRANDON TOWN COUNCIL

YOU ARE HEREBY SUMMONED TO ATTEND THE EVENTS COMMITTEE MEETING OF BRANDON TOWN COUNCIL, WHICH WILL BE HELD IN THE OLD SCHOOL HOUSE BRANDON, THURSDAY 11TH SEPTEMBER 2025, STARTING AT 10.30 A.M.

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING. THE MEETING CUSTOMARILY INCLUDES A 15-MINUTE OPEN FORUM, WHEN MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS ARE INVITED TO ADDRESS THE COUNCIL.

Tina Cunnell

Clerk

Brandon Town Council

AGENDA

25/103	Apologies for Absence To receive
25/104	Declarations of Interest and requests for Dispensations To receive. If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)
25/105	Minutes of Previous Meetings To confirm the minutes of the Events Committee meeting held on 14th May 2025 as a true record and be signed/initialled by the Committee Chairman. Decision required: To agree accuracy of minutes.
25/106	Public Participation Time The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to speak. Note that only items on this Agenda are to be discussed

	– for any other item/ subject please contact the Clerk in writing for submission at a future meeting.
25/107	Updates on Events <ul style="list-style-type: none"> • Summer Activities
25/108	Upcoming Events 2025 Discuss Events for 2025:- <ul style="list-style-type: none"> • Remembrance Day • Christmas Fair
25/109	Brandon Festival To ask Brandon Town Council to formalise Brandon Festival as one their calendar events, that they support.
25/110	Review 2026 Discuss Events for 2026:- <ul style="list-style-type: none"> • Heritage Trail
25/111	Events Budget Current budget
25/112	Officers Update To receive any information received since publication of agenda



BRANDON

TOWN COUNCIL

EVENTS COMMITTEE MEETING OF BRANDON TOWN COUNCIL

OLD SCHOOL HOUSE BRANDON

WEDNESDAY 14TH MAY 2025 1.00 P.M.

Present: Councillors: Hughes (Chair), Challiss, Hughes, Savage, Siebert, Skinner, Watts, A Barnes, J Prior, Mrs Blanchard, S Annear, J Tucker . Clerk: Cunnell.

MINUTES

25/30	Election of Chair Cllr Challiss nominated Cllr Hughes, seconded by Cllr Savage. Cllr Hughes is the Chair of the Events Committee, for the year 2025/26.
25/31	Election of Vice Chair To elect a Vice Chair Cllr Savage nominated Cllr Challiss, seconded by Cllr Skinner. Cllr Challiss is the Vice Chair of the Events Committee, for the year 2025/26.
25/32	Apologies for Absence Apologies received from Cllr C Watts.
25/33	Declarations of Interest and requests for Dispensations Mrs Barnes and Mrs Prior – Members of staff.
25/34	Minutes of Previous Meetings Agree and sign the minutes from the Events Committee Meeting held on 27th January 2025. RESOLVED
25/35	Public Participation Time There were no members of the public.
25/36	Terms of Reference It was proposed by Cllr Skinner and seconded by Cllr Savage to agree the Terms of Reference for the committee. RESOLVED
25/37	Updates on Events <ul style="list-style-type: none"> • Apple Blossom Day • VE Day

	<p>Mrs Prior gave a rundown and update about the two events. All feedback received has been positive. BFER had also received positive multigenerational feedback, on the Apple Blossom Day Event. There was a discussion about the following:-</p> <ul style="list-style-type: none"> • To advertise our events in the Town Magazine to be able to advertise to a wider audience. Mrs Prior to find out costs. • Possibility of installing a natural hard standing area, for staging and somewhere for a maypole in the orchard, perhaps levelling and surfacing part of the Orchard. • Send letters of thanks to everyone involved in VE Day. • To have a summer event in the orchard
25/38	<p>Future Events Discuss other possible events for the new Council year 2025/26:- Light Up The Town:-</p> <ul style="list-style-type: none"> • Very good feedback from this year's event with potential for future events in Brandon, maybe later in the year, maybe around Christmas. • Light Up The Town returns in February 2026. • The projections were very popular and a projector could be used for several different events. Officers to price for a projector. <p>Holiday Activities:-</p> <ul style="list-style-type: none"> • BFER, RBL and Keystone Innovation Trust have indicated that they would like to be involved. • Use Orchard for crafting events and bush craft. • Cllr Watts - Idea of a community harvest day: - Make plum jam. Demo of jam making. Recipes for plum jam. Ask community for family recipes. • Ballet School to be asked to perform a version of the Sugar Plum Fairy. • Thundercat's to be asked to provide a session. • Circus skills workshop and facepainting were other suggestions. <p>Run Breckland Event Sunday 27th July</p> <ul style="list-style-type: none"> • Are putting on a social run for 25-30 people that is at a more leisurely pace that allows to enjoy the nature and heritage enroute. • UKPF paid for a run leader to be trained so these runs will happen for next 3 years. <p>Nine Stiles Walk</p> <ul style="list-style-type: none"> • 24th August 2025 the last day of the Brecks Festival. • Officers to order feather flags to place at start of the walk. • Panache to play steel pans. • Scouts to do tea and cake. • Senior Town Keeper to help with marshalling on the day. <p>A discussion took place about a Hay Making Event:-</p> <ul style="list-style-type: none"> • Have run the event before in the cemetery and could be in orchard and under cover of gazebos for both locations. • Brecks Festival interested in this event, because of heritage skills involved.

- Could potentially buy in the hay in case weather is bad so hay is dry enough.
- Officers to develop ideas further to bring back to committee.

Marketplace Activities

- Encourage use of space on days the market is not on.
- Contact West Suffolk Council - Markets Development Officer.
- Temporary playground sprayed on with games i.e. hopscotch, snakes and ladders etc – permission needed from West Suffolk.
- Other organisations to put on events and performances on the marketplace.

Cllr Challiss left the meeting at 2pm.

Increasing use of Garden at OSH

- Used last year for crafts, and Santas grotto.
- Herb garden opened for the community.
- Family hub and pre-school have asked if they can use the garden.

Cllr Watts joined the meeting at 2.05pm.

River Community Days

- UK Prosperity Fund paying for jetty/slip to be restored and River Community Days.
- Licences have been applied for from Environment Agency and Highways and Bridges.
- Jetty/slip will have full disability access.
- Hold a community day to launch.
- Is it possible to have floats along river lit up, for launch?

Cllr Savage left the meeting at 2.15pm.

Christmas Fair 2025

- Bush adventures have agreed to bring Father Christmas into the town by river sleigh.
- Officers to price a Snow Cannon.
- Ice Skating Rink/Glacier. Officers to investigate and price.
- Christmas Market in Orchard.
- Continental Market on a separate day to normal market.
- Roller Skating Rink/Disco. Officers to investigate and price.

Developing Heritage Open Days Offer for 2026

- Have a Heritage Open Day in Brandon – 2 weeks in September 2026
- This would be an opportunity to highlight Brandons environmental and built heritage, engaging our heritage organisations, schools and individuals to put on events.
- BTC would provide secretariat for the event to facilitate organisations and individuals to take part who may otherwise not do so.
- Clerk to apply to Breckland society for funds to develop heritage resources for the event.

25/39	Officers Update The Town Clerk reported:- <ul style="list-style-type: none"> • Committee and officers need to look for potential funding for events and heritage bids. • Contact businesses or organisations that might be interested in being involved. • Invite school children to the next events meetings to discuss Christmas Fair.
-------	---

The meeting closed at 2.50 PM

Chairman

Date