

THATCHAM TOWN COUNCIL
Minutes of a Meeting of the
Events Working Party
held on Monday 13th July at 19:00hrs
in the Council Chamber, Brownsfield Road, Thatcham

Present: Councillor Mark Lillycrop (Chairman),
 Councillors Suzanne Adamantos, Petra Pemberton and Stephanie Steevenson

In attendance: Sarah Newman (Events Manager)

EVWP/2026/10 APOLOGIES FOR ABSENCE

Apologies for absence received from Councillors Mike Cole, Dave Lunn, Jay Lunn and Ben Schiffer-Harte

EVWP/2026/11 DECLARATIONS OF INTEREST

No declarations of interest were made.

EVWP/2026/12 MINUTES PREVIOUS EVENTS WORKING PARTY COMMITTEE
RESOLVED

- i) That the Minutes of the meeting held on 9th March 2026 having been previously circulated, be taken as read, confirmed, and signed as an accurate record.
- ii) Councillor Steevenson raised a query regarding the 2026 Tractor Run. The Events Manager confirmed that the organisers had indicated their intention to proceed with the event; however, the date has yet to be confirmed.

EVWP/2026/13 FAMILY FUN DAY

- i) The Working Party reviewed the public feedback received to date and discussed initial feedback for the day. Overall, feedback was very positive, with the SEND area highlighted as a particularly successful addition. The water refill point located by the Info Tent was also considered to have worked well.
- ii) The Working Party expressed its thanks to officers for their hard work in planning and delivering the event, particularly in light of the extreme weather conditions.
- iii) Ideas for the 2027 event included:
 - a. Holding a standalone Dog Show at a different time of the year.
 - b. Line Dancing – The Events Manager will contact Sandy Swan to check availability for 2027.

EVWP/2026/14 KIDSFEST

- i) The Events Manager provided a brief overview of the plans for KIDSFEST.
- ii) The Working Party discussed the provision of a Changing Places unit to improve accessibility for families attending the event. It was noted that the majority of the cost could be met from the existing budget through either additional sponsorship or savings within the entertainment budget. The Events Manager will submit a request to the Finance & General Purposes Committee for an additional £150 to be added to the KIDSFEST budget.

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THATCHAM FESTIVAL

The Working Party reviewed and discussed the draft Festival programme and suggested the following additional activities:

Nail It DIY – one-hour taster sessions.

Teddy Bear Bungee Jumping.

EVWP/2026/16

CHRISTMAS LIGHTS 2026

i) The Working Party reviewed the plans for the Christmas Lights Switch-On event and agreed the following timetable, noting that it would provide flexibility to finish earlier should adverse weather conditions require it:

12pm – Market opens & Stage performances begin.

5.30pm – Lights Switch on.

7pm finish

ii) The Working Party considered the proposal for a Lantern Parade. It was agreed that, due to the associated costs and operational requirements, it would not be feasible this year. However, the proposal will remain under consideration for future events.

iii) Entertainment ideas – Juliette the band, Father Christmas.

EVWP/2026/16

SPONSORSHIP

The Events Manager provided an update on sponsorship for the 2026 events, with particular reference to the Thatcham Festival and Christmas Lights event. Members suggested a number of local businesses that could be approached as potential sponsors.

There being no other further business the Chairman declared the meeting closed at 20:20hrs

Signed: _____

Date: _____