Great Sankey Parish Council

Whittle Hall Community Centre, Lonsdale Close
Off Kingsdale Road, Whittle Hall
Warrington WA5 3UA
Tel/Fax: 01925 -712279

The next meeting of Great Sankey Parish Council Community Projects Group will be at ==7pm== on **Thursday 8th January 2026** at **Whittle Hall Community Centre**

K Carter

K Carter
Parish Clerk
16th December 2025

A G E N D A

1.   To receive apologies for unavoidable absence.

2.   To approve the minutes of the meeting 16/10/25.

3. Sankey Summer Fun Day – Planning 2026

3.1 Update from Cllr Morley on action items from the September meeting:
• Saturday event proposal - update on event company interest
• Children's activity providers – sourcing and selection
• Volunteer marshals – update on numbers
• Introduction of alcohol bars – layout, licensing, and management considerations

3.2 Fairground – to receive feedback from the fairground on whether the SEN hour can be integrated into the main event, and to decide:
• Whether to extend the event to 5:00 PM – Additional cost £1,5k
• Or alternatively use the SEN hour from 11:00–12:00 for the extension of the main event at the same cost as the previous year

3.3 Event documentation required by WBC:
• Draft Event Plan
• Draft Risk Assessment
• Draft Site Plan
To make amendments or approve for submission with the WBC Event Notification Form

3.4 WBC Event Notification Form – outstanding information required and timeline for submission

3.5 Martin's Law seminar – update from Cllr Watson and Cllr A. Morley on key points and any required actions for the Fun Day

4. Heritage Boards – Project Delivery Planning

4.1 Update on Delivery Options and Site Visit Outcomes
To receive a briefing paper from the Deputy Clerk on delivery options following WBC's confirmation that they do not have capacity to undertake the project, together with an update from the site visits undertaken

4.2 Website Heritage Project – update on discussions with Consultant website content creator and consideration of developing interactive online content linked to QR codes on the boards

5.   To set time and date for next meeting.