



**Kennington Parish Council
Oxfordshire**

**Draft Minutes of the Events Committee meeting
held 10 March 2026 at 8:00pm in Committee Room 1 in the Village Centre**

Present: Cllr. Brown; Cllr. Cobb; Cllr Locklin; Cllr Powles

In attendance: Lawrence Wootten (Clerk)
No members of the public

89.25 APOLOGIES FOR ABSENCE - none

90.25 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS – none declared

91.25 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 11th February 2026 were agreed and signed.

92.25 ANNUAL PARISH MEETING ARRANGEMENTS

93.25 Cllr Cobb will be unable to attend, but will write the Chairman's Report to be read out on his behalf. Cllr Powles agreed to chair the meeting.

94.25 It was agreed that arrangements were in-place - as agreed at the last meeting.

95.25 FOREST SIDE PLAY AREA OFFICIAL OPENING

96.25 The Clerk reported that Professor Heather Bouman, the Keeper of Bagley Wood for St John's College, Oxford would be attending.

97.25 Clerk would write to those households on Forest Side and Colley Wood who back onto the Forest Side playing field to inform them of the event.

ACTION FOR CLERK – write to households on Forest Side and Colley Wood.

98.25 The Clerk would write to Oxford United FC to see if a player or club mascot was available.

ACTION FOR CLERK – write to Oxford United FC.

99.25 Cllr Brown would create a spreadsheet of jobs to do/jobs completed to be shared by the Events Committee members to keep track of progress.

ACTION FOR CLLR BROWN – Create a spreadsheet for jobs to do/jobs done.

100.25 Mr G Andrews from Kennington Athletic Football Club had volunteered to be available on the morning of the event to help with setting up. It was also hoped that the football club would keep their tuck-shop open after the early morning football game.

101.25 It was agreed that the Clerk would purchase a set of 4 walkie-talkies at a cost of £42.13 to help communication across the playing field at the event and also help with the Santa Sleigh.

ACTION FOR CLERK – Order walkie-talkie set to arrive before the event.

102.25 The Clerk would ask the Village Warden to check the site was clear of rubbish etc a day or two before the event.

103.25 It was agreed that volunteers would meet at the Play Area at 9am on the morning of the event.

104.25 ITEMS RAISED BY MEMBERS

105.25 The Clerk reported that he had reviewed the income and expenditure of the VE Day Supper Dance, and £655 income was received in ticket income in March 2025 which had not been accounted for in the original profit/loss analysis (based on the 2025/26 tax year accounts). This meant that rather than a loss of £330.10, the event had made a profit of £324.90.

106.25 MATTERS FOR FUTURE DISCUSSION

Remembrance Sunday arrangements

107.25 DATE OF NEXT MEETING – tbc

Meeting closed at 9.28pm

Signed **Dated**