



Morton-On-Swale

Parish Council

Fundraising and Events Committee

Tuesday January 2026 at 7.00 pm at 1 Meadowfields, Morton-On-Swale

Agenda / notes of meeting

Agenda Item	Detail	Action
1. Welcome / Apologies for Absence	Meeting attended by: Cllr Kirsty Weston (Chair), Charlie Manson, Paula Cox and Lesley Chambers. No apologies received	
2. Declaration of Interests	None	
3. Minutes	This is the first meeting of the Committee and therefore no previous minutes to consider.	
4. Matters Arising / action tracker	This is the first meeting of the Committee and therefore no matters arising/actions to consider.	
5. Terms of Reference	The members of the Committee were asked to review the terms of reference for the group. There was only one requested change that will be taken to Parish Council on the 28 th January 2026 for consideration. The change is as follows: to change quorum to three (including the Chair)	KW
6. Finance updates/budget	The Parish Council has agreed a £750 budget line for the committee to organise events in accordance with the TOR. This is to underwrite event costs and will hopefully be replenished post events from any profits made. However, the Council needs to include a budget line in case of any irrecoverable costs (due to adverse weather for instance). RFO to act as committee treasurer and will provide regular budget updates as required. The £750 has been set in accordance with how much previous events such as fun days have cost to put on.	
7. Event planning	To seek PC authority to organise and run a 2026 fun day and to do bingo at Easter and Halloween (potentially in partnership with the school PTA). To reach out to other groups to see if there is an appetite to do a village weekend with various events to suit different audiences, for them to raise money for their own causes.	KW KW
8. Risk	No risks to date. Risk assessments will be completed during specific event planning.	
9. AOB	<ul style="list-style-type: none">• Community Calendar – Cllr Weston has created a g-Google calendar which can be shared with multiple users. To propose to Council on the 28th January 2026 that this is adopted and shared with other event organisers such as school/PTA, Church, Village Hall, Pub and other community groups so that they can upload their events. This can be embedded in the Council website for all to view. This will increase awareness and engagement in events and allow groups to co-ordinate efforts to avoid duplication/potential clashes.• Horizon scan for external funding opportunities such as Tesco Blue Tokens.• Bingo machine has been donated to the Committee to undertake fundraising events from Charlie Manson.	
10. Future Dates	Next committee meeting – 24 th March 2026 at 7pm	