

**LLANTWIT FARDRE COMMUNITY COUNCIL
CYNGOR CYMUNED LLANILLTUD FAERDREF**



LEISURE AND AMENITIES COMMITTEE

15th June 2026

REPORT OF THE CLERK

SUMMER EVENT 25TH JULY 2026 UPDATE

1. PURPOSE OF THE REPORT

1.1 The purpose of this report is to update date Members with the work that has been carried out by the Summer Fete Working Group to deliver a community-based summer event.

1.2 The Working group consisting of Chair Councillor G Warren, A, Green, K Johnson, R Butler, J. Murphy, D Stone and J Beattie. The objectives of the working group was:

- Plan and develop the annual community summer event.
- Identify potential activities, entertainment, and attractions suitable for the community.
- Venue suitable for such an event
- Develop a proposed event programme and schedule.
- Identify and coordinate with local organisations, volunteers, and partners.
- Prepare a proposed budget and identify funding opportunities (grants, sponsorship, fundraising).
- Support publicity and promotion of the event within the community.
- Monitor progress and report regularly to the Community Council.
- Agree size of the event
- Suitable date for event.

2. PROGRESS MADE BY THE WORKING GROUP

2.1 Members agreed that they were happy to proceed with the following:

- Event date 25th July 2026 11am – 4.00pm
- Venue Cae Fardre Rugby Field
- Access times for set up 8am
- Supervision of all attractions would be provided by suppliers

2.2 The following quotes have been agreed and deposits and confirmation have been secured.

a) Package price £ 8,110 +vat all attractions staff

- Inflatable Axe Throwing
- 100ft Inflatable Assault Course
- Rodeo Bull
- Pirate-Themed Bouncy Castle (all ages)
- Giant Foot Darts / Inflatable Dartboard
- 15ft Carnival Mega Slide
- Children's Play Zone (for under 5s)
- Surf Simulator
- 3-Lane Bungee Run

Fairground Style Games (with prizes)

- Cork Gun Range
- Prize Darts
- Tin Can Alley
- 9 Hole Crazy Golf

b) Entertainment for young children (Mr Tumbled) cost £450

c) Stage 6M X 3M (£ 795+ VAT)

d) First aid cover £210 +VAT

e) Ice Cream Van will be attending

f) Carnegie Girls WI and Tonteg WI will facilitate the Teas, Coffees at the Ty Illtud Community Building.

g) Local Groups have been contacted to see if they wish to take part in the event

h) GTFM will attend the day

i) Bakery will have a stall at the fete

j) Burger Van, Fish and Chip Van,

k) YEPS Service

2.3 Health and Safety requirements The supplier will provide appropriate documentation including:

- Public Liability Insurance
- Employers Liability Insurance
- Risk Assessments for each activity
- Method Statements
- Health & Safety Policy
- Emergency and Normal Operating Procedures
- PIPA / ADIPS certification for inflatables
- PAT Testing certificates
- Site-specific risk assessment (where required)
- First aid cover

2.4 Advertising of the event is as follows:

- a) Flyers will be delivered to various locations and distributed by staff and Council Members
- b) Social Media Advertising
- c) Banners will be placed in a key area
- d) Posters will be printed inhouse and sent to all social media hubs along with school hubs.
- e) Radio advertising (GTFM, Valleys Radio etc)
- f) Contact will be made with local groups requesting them to pass on information

3. RECOMMENDATIONS

- 3.1** To note the agreed plan for the event and endorse the Community Councils plans for the way forward.