

## Appendix 1: Events and Awareness Days

1	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
<b>Event Name</b>	Remembrance	Xmas Pallet Trail	Café welcomes Community	Café launch event	Great British Spring Clean
<b>Description</b>	Annual event	Annual festive pallet trail	Local neighbour invited to taster session & show around new café	Formal VIP launch event of café	Litter pick event with Infant School
<b>Date/time</b>	Sun 12 November	15-29 December	WB 15 January	25 Jan/1 Feb	20-Mar
<b>Venue</b>	Village square	New Century Park	Fountain Café, NCP	Fountain Café, NCP	Laptone Playing Fields
<b>CAP Objective</b>	People	People, Planet & Place	People & Place	People & Place	Planet
<b>Coms Plan</b>	socials, ebulletins & posters	Socials, e-bulletin & posters	Special invite	Special invite	Special invite
<b>Officer Lead</b>	Linda Greenslade/Carly Giles	Carly Giles/Kirsty Evans	Mel Stephens/Siobhan Strand	Mel Stephens/Siobhan Strand	Siobhan Strand/Kirsty Evar
<b>Member Lead</b>	Helen Douglas	Gary Stupple	Gary Stupple	Helen Douglas	
<b>Budget</b>	£50	£150	£150	£500	£0

1	Apr-24	May-24	Jun-24	Jul-24	Aug-24
<b>Event Name</b>	Spring Trail	When you where Me	D-Day 80th Anniversary	Love Parks Week	Cycle to Work Day
<b>Description</b>	Pallet spring trail/find the Easter bunny	Local Wyvern History Project	Commemorate 80th anniversary of the D-Day landings	Celebrate local parks	Cycle to pop-up bike repair shop
<b>Date/time</b>	1 -15 April	07-May	Thursday 6 June	24-Jul	08-Aug
<b>Venue</b>	Knowle Park	Wyvern College	Café - info boards. Lantern lit on memorial	New Century Park	Fountain café
<b>CAP Objective</b>	People & Planet	People & Place	People & Place	People & Place	People, Planet & Place
<b>Coms Plan</b>	Socials, e-bulletin & banners	Special invite	Socials, e-bulletin & posters	Socials, e-bulletin & posters	Socials, e-bulletin & posters
<b>Officer Lead</b>	Carly Giles/Kirsty Evans	Mel Stephens/Siobhan Strand	Siobhan Strand/Linda Greenslade	Siobhan Strand/Carly Giles	Siobhan Strand/Carly Giles
<b>Member Lead</b>		Helen Douglas	Helen Douglas		
<b>Budget</b>	£0	£0	£50	£0	£150

2	Apr-24	May-24	Jun-24	Jul-24	Aug-24
<b>Event Name</b>	Annual Parish/Earth Day	Endangered Species Day	Volunteers Week		
<b>Description</b>	Earth/Climate themed annual parish event	Public Art trail showing british wildlife on the red	Celebration & giving of thanks to local volunteers		
<b>Date/time</b>	22-Apr	17-May	01-Jun		
<b>Venue</b>	Fountain Café	Knowle Park	Fountain Café		
<b>CAP Objective</b>	Planet & People	Planet			
<b>Coms Plan</b>	Socials, e-bulletin & posters	Socials, e-bulletin & posters			
<b>Officer Lead</b>	Mel/Michelle	Mel/Michelle/Siobhan			
<b>Member Lead</b>	Helen/Michelle	Gary & Michelle			
<b>Budget</b>	£500	£1,000	£400		
	£500	£1,000	£450	£0	£150

1	Sep-24	Oct-24	Nov-24	Dec-24	
<b>Event Name</b>	National Food Bank Day	N o  e v e n t s	Remembrance	Xmas Pallet Trail w	
<b>Description</b>	<a href="#">NATIONAL FOOD BANK DAY - September 6, 2024 - National Today</a>		Annual event	Annual festive pallet trail with jumper swap shop on first day?	
<b>Date/time</b>	06-Sep		Sun 11 November	Dec school holidays 24	
<b>Venue</b>	Fountain café		Village square	New Century Park/Café	
<b>CAP Objective</b>	People & Planet		People	People, Planet & Place	
<b>Coms Plan</b>	Socials, e-bulletin & posters			Socials, e-bulletin & posters	
<b>Officer Lead</b>	Carly Giles/Michelle L-Allen		Linda Greenslade/Carly Giles	Carly Giles/Kirsty Evans	
<b>Member Lead</b>	Michelle Marsh		Helen Douglas	Gary Stupple	
<b>Budget</b>	£150		£50	£0	
2	Sep-24		Oct-24	Nov-24	Dec-24
<b>Event Name</b>		N o  e v e n t s	Christmas tree & lights	Christmas Lantern Parade	
<b>Description</b>			Install Xmas tree & lights in parish	Lantern parade to celebrate Xmas with local community	
<b>Date/time</b>			TBC	TBC	
<b>Venue</b>			Various	Fountain Café/NCP	
<b>CAP Objective</b>			Place & People	Place & People	
<b>Coms Plan</b>			Socials, e-bulletin & posters	Socials, e-bulletin & posters	
<b>Officer Lead</b>			Martin Johnson	Kirsty Evans/Linda Greenslade	
<b>Member Lead</b>				Gary Stupple	
<b>Budget</b>	£150			£1,200	£1,000
				£1,250	£1,000

1	Jan-25	Feb-25	Mar-25	Apr-25
<b>Event Name</b>			Great British Spring Clean	Spring Trail
<b>Description</b>	N o	N o	Litter pick event with Infant School	Pallet spring trail/find the Easter bunny
<b>Date/time</b>			TBC	Easter Sch holiday
<b>Venue</b>	e v e n t s	e v e n t s	Laptone Playing Fields	Knowle Park
<b>CAP Objective</b>			Planet	People & Planet
<b>Coms Plan</b>			Special invite	Socials, e-bulletin & banner
<b>Officer Lead</b>			Siobhan Strand/Kirsty Evar	Carly Giles/Kirsty Evans
<b>Member Lead</b>				
<b>Budget</b>			£0	£0
2	Jan-25	Feb-25	Mar-25	Apr-25
<b>Event Name</b>				Annual Parish
<b>Description</b>	N o	N o		Community themed parish event
<b>Date/time</b>				TBC
<b>Venue</b>	e v e n t s	e v e n t s		Fountain Café
<b>CAP Objective</b>				People
<b>Coms Plan</b>				Socials, e-bulletin & posters
<b>Officer Lead</b>				Mel/Siobhan
<b>Member Lead</b>				Helen/Michelle
<b>Budget</b>				£250
			£0	£4,500
<b>24/25 allocate £4.5k</b>				