

Buckden Hub Meeting
7.45 23rd June 2026
NOTES

Apologies

Amy

Summer event

Key Outcomes

The group agreed on a carousel-style activity structure for the summer youth event (June 21, 2:30–5:30pm), with **beatboxing and DJ** as the two fixed 45-minute sessions requiring pre-assigned attendees, and all other activities running openly.

Current sign-ups stand at **12**, with a planning assumption of **30 attendees**. The primary priority before the next meeting is a **publicity push** via bigger posters, banners, and social media. A follow-up meeting was scheduled for **July 16th at 7:30pm**.

Decisions Made

- **Activity structure:** Pump track and multi-sports run continuously; beatboxing and DJ run as **two 45-minute fixed sessions** with pre-assigned slots; art and CPR operate on a carousel.
- **Attendee assignment:** Pre-registered attendees get priority for chosen activities; walk-ins fill remaining gaps or default to multi-sports.
- **CPR sessions:** Caroline to confirm whether Kelly can deliver **45-minute sessions or two 20-minute sessions** to align with beatbox/DJ timing.
- **Pizza** confirmed for end of event (~6pm); snack bar ruled out.
- **Art activity** concept confirmed: large composite image of Buckden (towers, church, greenery) cut into canvas sections for tag-team painting.

Action Items

- **Anita:** Call Hinchingsbrooke school to distribute event information.
- **Ramune & Jess:** Order **large banners and bigger posters** for Village Green, School Lane, and bus stop locations.
- **Caroline:** Communicate with Kelly (CPR) re 45-minute session format;
- **Jess** communicate with DJ re same.
- **Anita:** Transfer sign-up data into a scheduling spreadsheet mapping attendees to activity slots.
- **Jess:** Sort pizza arrangement (The Lion or van).
- **Anne** to provide gazebos for DJ and beatboxing areas.

Pending Confirmation

- Final attendee-to-activity assignments — to be confirmed closer to the event as sign-ups continue.
- Art activity indoor vs. outdoor setup — awaiting response from Creative Events.
- DJ/sound separation from beatboxing — to address in layout planning closer to the event.

Village Hall meeting July 6th

- **Anne** to provide slides for 6th July
- **Anita** to add to Anne's slides
- **Anita:** Get promotional slides/video from pump track contractor for July 6th Village Hall meeting.

Diabetes

Funding Diabetes-specific *Active for Health Xtra* course The cost to deliver the 12-week programme is £492 (excluding venue hire)

Continue supporting **once-a-month room hire** for the diabetes group; decline the £492 Active Lifestyles 12-week programme request.

- **Anita** Reply to diabetes group — confirm continued room hire support; decline 12-week programme funding.

Budget update

- Budget review needed before confirming any additional spend; 50% deposit for 6-day pump track hire approved.
- **Ramune** to provide budget update for next meeting

Note since meeting: Figures have been added in:

Hub Budget £3,000

Hub Reserves as at 1st April £6,475.66

Total: £9,475.66

Up to 1st July:

£4,127.90 were spent / funded from reserve

£4,127.90 has actually been spent in total

Leaving £3,000 still available in the budget.

The reserve fund has £2,347.76 left available

In total the council has £5,347.76 available to spend on The Hub.

Communications

Publicity Plan

- **Social media:** TikTok and Instagram preferred over Parish Council channels; short videos from each activity recommended.
- **Posters:** Current posters too small; larger versions needed at Village Green, School Lane fence/gate, bus stop, and near cemetery.
- **Banners:** Two banners planned — Village Green and School Lane.
- **July 6th Village Hall meeting:** Use as opportunity to promote the event; posters and pump track video to be presented.
- **Word of mouth/WhatsApp:** Noted as most effective current channel.

Group Administration

- Terms of Reference agreed
- Membership confirmed
- Chair appointed Anita
- **Caroline** to submit information

AOB

- **A picture is required for the art activity someone (to be confirmed):** Produce the composite image outline for the art activity (AI-assisted suggested).

Date for next meeting

Next Meeting

July 16th, 7:30pm — in person (hosted at Carolines.)