

An invitation from Ledbury Community Day Committee



We invite your group to join us in the **7th Ledbury Community Day** taking place on **Saturday 8th June 2019**

The aim of *Ledbury Community Day* is to provide an opportunity for local groups to show what they do and encourage participation from locals and visitors – a celebration of Ledbury and District's excellence.

Last year 80 groups and organisations took part representing all ages and all parts of the community. All three halls were busy and a number of groups held successful events on their own premises. Here's some feedback from past years – *"We enjoyed the friendly Ledbury company", "a very worthwhile exercise for us", "I felt it was a very good day and worthwhile for us as a provider", "An excellent way to showcase the many talents and societies", "Worthwhile occasion giving us the opportunity to network with some of the agencies who refer clients to us", "As a 'flag waving exercise' it is good as it notifies/reminds people of our presence", "Thank you for organising a great event"*.

Please read through the information below, consider what part you would like to play in Ledbury Community Day, and confirm what you will be doing on the enclosed Participation Form.

This year we are again asking you to confirm your regular group public contact details for publication in the Programme and on our Website to help interested people to contact you. Complete these details on the form if you are willing for this to happen.

Thank you

Paul Kinnaird (Chair)
Griff Holliday
For *Ledbury Community Day Committee*

David Hewitt
Clive Gunn

Norman Stanier
Nick Morris

How can my group join in?

We would like your group to show to other residents in Ledbury and District and to visitors the things you do and the part you play in local life.

You are free to do this in any way that will show off your group and introduce it to others. Please be creative.

Consider how to involve others e.g. by inviting people to take a part in your activities on the day to discover more about you. It's all about *joining in*.

You may choose to work with other Ledbury groups to make a bigger impact. We are asking all groups in Ledbury to take part.

Where is Ledbury Community Day taking place?

We want groups to be doing their thing all over Ledbury.

You can choose to hold your event at the premises you normally use, or you can share with other groups.

We are arranging space in the town for this event, including the Burgage Hall, the Community Centre, St Katherine's Hall, and the Walled Garden. The Recreation

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weather.

Ground is also possible. We will also seek permission to use the ground floor of the Market House for musical performances subject to demand.

Please let us know whether you would prefer to be inside or outdoors and what space you need for your display. If outdoors please take any necessary precautions against the weather. We will have contingency for severe

How will people know about Ledbury Community Day?

We publicise the event in advance in the press, through social media and by local hand-outs and signage – you can help us by spreading the word in your group – it's an event for everyone in Ledbury and District. We will publish details of your event on our website – visit www.ledburycommunityday.org.uk to see last year's event.

On the day, we will have information, including a programme with details of everyone's displays and activities, and stewards available to point people in the right direction for the events they want to attend.

When in the day should my group's event take place?

It's your choice when on Saturday 8th June to hold the event if running on your premises – it will be June so there will be plenty of daylight. We want things to be happening all through the day, so that everyone can experience many different things. Remember that we want you to visit other groups as well!

The public halls will open to the public only *from 10am to 2pm* – from past experience this is when most want to visit the event in town.

How can we benefit from taking part?

It's your day – you can use it to recruit more members, you can use it to raise funds for your group or a favourite charity, or you can use it just to show off what you do and have fun doing it, celebrating Ledbury's excellence.

If you want a charity to support, why not support the Mayor of Ledbury's charity for the year (which will be nominated in May).

How do we contact you?

Please let us know as soon as possible whether your group would like to take part in Ledbury Community Day, and what you plan to do.

Contact us by email: info@ledburycommunityday.org.uk.

Contact us by phone: 01531 634788 (Paul) or 01531 633637 (Griff)

Call us if you need more information or have ideas for the day

Please return your Participation Form as soon as possible but no later than 14th April – this will help us ensure we have your details in the programme for the day and provide the best publicity for the event.