

West Moors Annual Fun Run – Initial Proposal

Purpose: Why Host a Fun Run?

- **Community engagement:** A positive, inclusive event to bring residents together and provide a fun day out for families and individuals of all ages.
 - **Support local causes:** Raise funds for community initiatives – “by West Moors, for West Moors.”
 - **Showcase local organisations:** Create opportunities for schools, clubs, charities, and businesses to participate and promote themselves.
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Event Overview: What Is It?

A **family-friendly annual fun run**, designed to be inclusive, entertaining, and community-led.

- **Open to all ages** and abilities (including those with mobility challenges).
 - **Non-competitive** – walk, jog, run
 - **Distance options:**
 - 1 mile (kids, elderly, disabled & beginners)
 - 5K (multiple laps)
 - **Accessible for:** Children, families, older adults, wheelchair users, and potentially dogs.
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Adding the 'Fun' in Fun Run

To make it a standout event, we could include one or more of the following:

- **Colour run element** using biodegradable, non-toxic powder. Packets could also be sold on the day to generate extra income
- **Obstacle course elements** such as tyres (provided by Bathwick Tyres), cargo nets (Cadets), slip-and-slide, water buckets/guns (Scouts)
- **Fancy dress competition**, with prizes.
- **Themed event** – seasonal (e.g. Easter or Summer) or something uniquely ‘West Moors’.

- **Custom medals** – could run a design competition in local schools.
 - **Timing:** Optional – could be informal or use borrowed chip timing equipment (e.g. from Park Run).
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Event Location: Where?

Primary location suggestion: Fryer Field

- Keeps logistics straightforward – no need for external permissions.
- Access to Pavilion for toilets and indoor space.
- Offers space for a lap-based course. To maintain interest, include fun elements.
- Overflow parking could be arranged at Julia's Farm

Facilities & Considerations:

- Existing toilets, but hire of portaloos may be necessary depending on attendance.
 - Registration/sign-in area to be set up on site.
 - Staggered start times may help manage crowd flow.
 - Warm-up activity could be led by HELM or a local fitness group.
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Suggested Date & Timing

- **Timing:** Between May and September (outside football season).
 - **Preferred month:** end of May – typically good weather and avoids close proximity to Westival.
 - **Day:** Sunday mornings – avoids Park Run and leaves rest of the day free for participants.
 - Event to proceed in all weather conditions – consider making the "wet/messy" theme part of the appeal.
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Target Audience: Who Will It Involve?

- All members of the community, including:
 - Families and children

- Older adults and care homes
 - Disabled individuals and wheelchair users
 - Schools: Medal design competition or event naming to encourage engagement.
 - Local groups & businesses:
 - WI (cake stall), Scouts, Cadets, Churches
 - Local sponsors to support with materials or funding
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Additional Considerations & Planning

Health, Safety & Event Management

- First Aid provided by Russell and Alison
- Dedicated **Lost Children Point**
- Full **risk assessment** required (Lauren to share previous example)
- Consult **Dorset SAG** for safety and compliance advice
- **Public Liability Insurance** – confirm coverage with Gallaghers

Volunteers Required For:

- Registration/sign-in
- Route marshals and obstacle supervision
- Car park marshals
- Tail walkers
- Litter picking
- Cheering squads
- General event support

Infrastructure & Logistics

- PA system for announcements and music
- Bag drop area – useful but needs to be secure
- Bins and waste management
- Toilets/portaloos
- Neutral signage to allow reuse in future years

Communication & Admin

- Pre-event info pack to entrants, including:
 - Route map
 - Safety and parking info
 - What to bring
 - Water station and toilet locations
 - Terrain details
 - Purpose of fundraising
 - Terms & Conditions / liability disclaimers
 - GDPR compliance for personal data collection
 - Committee structure – decide whether to form a committee or manage informally
 - Risk ownership and accountability to be agreed
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Finance & Fundraising

- **Entry fees (suggested):**
 - £5–10 per adult
 - Under £5 for children
 - Fees could include a medal – remainder to go to local cause (different cause each year)
 - Non-refundable – event will proceed in all weather
 - **Sponsorship forms** – optional for extra fundraising
 - **Business sponsorship opportunities** – e.g. medal production, obstacle equipment, refreshments
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Next Steps: Key Decisions Required

1. Confirm date and venue
2. Agree event format – distances, themes, obstacles, etc.
3. Set entry fees and determine fundraising model

4. Decide on committee or core organiser roles
5. Start contacting schools, groups, and local businesses
6. Begin insurance, permissions, and risk assessment process