

**Minutes of the Fair Committee meeting held on Wednesday 7<sup>th</sup> September 2022 at 5pm in the LARC building.**

**Present:** Cllr. White (Chairman); Cllr. Fouracres; Cllr. Bull; Judi Thomas; Edward Tanner; Tony Conway; Denise Hill; Penny Clapham (Clerk); Tony Mount; Steve Caddy.

**1) Apologies and Acceptance for Absence:** Sara and David Small.

**2) Declarations Of Interest:** In accordance with the Code of Conduct, Council members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. None

**3) Public Discussion** – To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting or any matters the public would like the Fair Committee to consider on a future agenda.

Denise Hill representing the Mummers and the timings of the performances. There needs to be a better schedule with the church bells, a dry space if it is exceptionally wet; discussed. Who is in charge of the procession, essentially the Players lead off. Would be useful if some of the other acts could join the procession on the day.

**4) Minutes** – to agree and sign the minutes of meeting held on 29<sup>th</sup> June 2022. Agreed and signed by the Chairman as a true record.

**5) Planning for 2022** – planning for the 2022 Charter Fair 27<sup>th</sup> October 2022

- i. Signage – must have signs advertising the proposed road closure in place at least 2 weeks before the fair; this is a legal requirement. Cllr. White will arrange this with Four Seasons, at the same time as putting out the new banners.
- ii. Stallholders in the Church are requesting much better signage so people know they are there. At least 3 signs needed with direction arrows for the church. Information flags x 2. Three new ‘access only’ signs to go alongside ‘road closed’. **Cllr. White to progress.**
- iii. How to ascertain how many businesses within the road closed areas are staying open. Clerk to check when next in Bampton.
- iv. The marquee is full – there is plenty of space on the street at the moment.
- v. SAG – we have not been invited to attend any SAG meeting; yet. Clerk will send updated Event Management Plan and Risk Assessment once agreed by the committee. To purchase 10 updated jackets to conform with regulations. **Clerk to action.**
- vi. No advert for stewards has been placed in Signpost – apologies.
- vii. The apply by date on the fair application for a pitch form has been removed.
- viii. Task chart – update (circulated). Still to be amended and circulated.
- ix. To receive all updates on sponsorship/music/events/kids zone/chicken auction and any other activities pertinent to the Fair.

Jill has kindly said the track leading to her home can be used for the Exmoor Ponies as last year.

Sponsorship is being worked on. We welcome any sponsors for the Charter Fair.

Steve Caddy updated the committee on the music and events. Exeter Authors are coming and will be in the Community Hall. A timetable is yet to be created.

Kids Zone is now going to be run by the PTFA.

Chicken auction is not happening due to Bird Flu.

Chairs instead of straw bales to be used around the stage.

Meeting closed at 6.10pm

Signed.....

Date.....

The next Committee meeting will be held on 5<sup>th</sup> October 2022 at 5.00pm.