

**Minutes of the Charter Fair Committee meeting held on Monday 13<sup>th</sup> May 2024, 5.15pm in the LARC.**

**Present** – Cllr. White (Chairman); Cllr. Brooker; Cllr. Boyles; Cllr. N. Bull; Ed Tanner; Cllr. Fouracres; Cllr. Brock; Cllr. Grabke; Doug Parrish; Penny Clapham (clerk)

**1) Apologies and Acceptance for Absence:** Cllr. L. Bull. 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.

**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.

**4) Minutes** –the minutes of the meeting held on 8<sup>th</sup> April 2024 were agreed and signed by the Chairman as a true record.

**5) Actions –**

- i. Prime event for the Fair – to be discussed. Cllr. White investigated a ‘slackline’ from RPM Bikes. £1100 for the slackline. Bike display. Decide at June agenda for the prime event.
- ii. Face painting – Cllr. Grabke to report on any success in this field. June agenda.
- iii. To note that deposits paid for Adventure Okehampton, Marquees, Marvellous Eventures total £1014.62 and are not listed in this year’s accounts as they were paid before the 31<sup>st</sup> March 2024. Noted.
- iv. To receive an update on fair bookings so far. 10 in the marquee so half full; 6 in the church; 15 in the street.
- v. Street layout for discussion. Too few stalls to sort this out at the present.
- vi. Musical Acts update – Ed Tanner to report. What timings for the musical acts are given – 11am to 4.30pm. List of acts to be available for the June meeting.
- vii. Job assignment lists. David Small will manage the chicken auction, venue to be decided. Brief list of ideas and actions as below –
  - Penny stalls and safety management
  - Simon and Rupert stewards rota
  - Lucy social media content/website
  - Belinda sponsorship
  - Nick marketing and pamphlet/website
  - Rachel childrens zone/PTFA liaison
  - Adam Padgett cone deployment officer
  - Richard road signage
  - Ed Tanner musical acts

Meeting closed at 5.55pm

Signed.....

Date.....

The next Committee meeting will be held on 3<sup>rd</sup> June 2024 at 5.15pm.