



Bampton Town Council - Fair Committee

DRAFT MINUTES

The minutes of a meeting of the Bampton Fair Committee held on Monday 6th October 2025 at 5.00 pm in the Bampton Town Council Office, 2 Newton Square, Bampton.

Present: Cllr's R White (Chair, B Boyles, L Bull and R Grabke, Mr E Tanner, Mr D Parish, Mr P James, Mrs A Edwards (PTFA) and Mr A Pagett (Scouts).

In attendance: Mrs J Larcombe, Clerk.

- 1) **Apologies and Acceptance for Absence.** Apologies were accepted from Cllr's S Fouracres and R Brooker. Mrs Walker and Mr Padgett were welcomed to the meeting.
- 2) **Declarations of Interest.** No declarations of interest.
- 3) **Public Discussion.** No members of the public.
- 4) **Minutes.** The minutes of the meetings held on the 1st September and 22nd September 2025 were agreed as accurate records of the meetings, and they were duly signed by the Chair.
- 5) **Financial update.** £1,100 of sponsorship received and a further £5,000 promised from Devon Drinks. Some stall fees paid but others will need to be asked for payment on the day.
Agreement was given for some additional printing of information to be added to banners.
- 6) **Entertainment.** Entertainment now all booked. Evening entertainment is an addition this year and will be the silent disco (free), fire performers and fireworks.
The fire engine will go through the town at approx. 10am to check the stall are all far enough back to allow access for emergency vehicles.
The Mummers will perform twice and will parade from the War Memorial at 10.30am.
The PTFA will finish at 5pm in time for the silent disco to be set up in the marquee for a 6pm start. There was a discussion about running a bar and Cllr Grabke offered to apply for a licence. The PTFA will probably offer soft drinks with alcoholic drinks available a short distance away at Cork & Cru.
Anna Walker gave an update on what they planned to offer in the children's marquee during the day with the volunteers available to them.
Lorne Loxterkamp has offered his services as a magician. A Punch and Judy show has been booked. Details of timings to be agreed and added to the schedule for the day.
Adam Pagett reported the climbing wall was booked. Because of their Scout insurance they will not be able to charge but will be able to ask for donations and will publicise what the donations will be used for.
The car park at the Scouts Hut will not be manned after 5pm and the No Parking cones need to stay out until Friday morning.

There was some discussion about lighting the route to the car park for stall holders who cannot leave until 9pm but it was decided against as it would not be easy to do and might cause risks.

- 7) **Musical entertainment.** Mr Tanner had a folder of printed information with details of what had been arranged. All payments to the musicians to be made by online payment. They will be asked to send their bank details to the Clerk.
- 8) **Update on stall holders' applications.** Cllr White reported that applications had slightly dried up since the last meeting. A Gas Safety person has been appointed and he will be checking stall holders gas certificates where they have a gas appliance. Cllr White has sent out an email to everyone asking for a copy of their certificates. A reminder email will be sent.
The Church will only be open until 5pm. Cllr White will provide Mr James with copies of the email addresses for those stall holders.
- 9) **Update on all other arrangements.** The stewards briefing will be held in the Community Room of Bampton Fire Station on Tuesday 28th October at 6pm.
Raynet will assist with stewarding during the morning but will take responsibility for from 6pm.
- 10) **Fair promotion update.** Cllr Boyles is doing a brilliant job on social media. Ten correx boards listing the sponsors have been ordered and these will be displayed around the town. Devon Drinks need to receive the most promotion as they are giving the largest donation. The big banners will go out this weekend onto private land.
The climbing wall to be promoted on Facebook.
- 11) **Update on the fair becoming a charity.** The application was rejected on a technicality. It will be looked at again after the fair.
- 12) **Date of the next Fair Committee meeting.** A debrief meeting will be held after the fair.

Signed:
Chair

Date: