



Bampton Town Council - Fair Committee

DRAFT MINUTES

These minutes will be agreed at the meeting to be held on 2nd February and might be subject to slight amendment

The minutes of a meeting of the Bampton Fair Committee held on Monday 5th January at 5.00 pm in the Bampton Town Council Office, 2 Newton Square, Bampton

Present: 's R White (Chair), S Fouracres, R Brooker, N Bull and R Grabke. Mr E Tanner.

In attendance: The Clerk, Mrs J Larcombe.

- 1) **Apologies and Acceptance for Absence.** Apologies were accepted from Cllr L Bull.
- 2) **Declarations Of Interest.** No declarations of interest.
- 3) **Public Discussion.** No members of the public present.
- 4) **Minutes.** The minutes of the meeting held on the 3rd November 2025 were agreed as an accurate record and duly signed by the Chair.
- 5) **To begin making arrangements for:**
 - 5.1: Stalls.** The application form has been rewritten and will be circulated for approval. Once approved it will be sent out. **ACTION: RW**
Stall fees will increase from £35 to £40, £70 to £80 etc
Application forms will be acknowledged when they are received and payment is made. JL to advise RW when payments are received. **ACTION: JL & RW**
Arrangements for the inspection of gas appliances on stalls worked well and SRM Hygiene & Catering Equipment Supplies Ltd will be booked again. **ACTION: RW**
The fair will start at 10.00am and close at 7.00pm. Stalls in the Church will finish at 5.00pm. Any stall holder wanting to leave earlier than 7.00pm will need to be in the Church.
Performances on the stage will finish at 6.20pm and the fireworks will start at 6.30pm. Catley meats have asked to be moved away from the music. An option is to reduce the sound.
 - 5.2: Entertainment.** Bampton Primary School would like to have some space in Newton Square to give a performance.
Marvellous Eventures will be booked again. **ACTION: RW**
The Rock Choir were suggested.
RW will speak to the Midland Entertainment Agency to see what they could suggest. **ACTION: RW.**
 - 5.3: Musical entertainment and mobile stage.** Agreed to book the stage from Slick Events Ltd again this year. **ACTION: RW**

BB recommended some young buskers she saw performing in Exeter before Christmas. Video shown of a young piano player and agreed that she should try and contact. **ACTION: BB**

Other suggestions included a local brass band and a band from Blundells. Councillors to be given business cards that they can easily ask people to make contact about the fair. RW has some cards and will distribute. **ACTION: RW**

Everyone was asked to look at finding musicians. **ACTION: All**

There is scope to use the PTFA marquee for a couple of hours after they finish. RG to speak to the PTFA. **ACTION: RG**

5.4: Stewarding. The three road closure points need stewards who are able to effectively handle disgruntled drivers between 6am and 8am. These stewards will need to be briefed separately. A steward is also required at the Exeter Inn junction where there will be a 'Road Closed Ahead' sign.

BB to speak to the Young Farmers Club to try and get some additional help.

ACTION: BB

30 radios to be booked for radio control between stewards and the office. **ACTION: SF**

5.5: Parking (Public, stallholders and entertainers). Noted that the Scouts Field got very wet this year and tractor assistance was arranged later in the day to pull out vehicles if they got stuck.

As it is a long walk from the car parks to the fair NB suggested investigating whether a Polaris or Gator could be used to ferry people from the car park to the fair. A local Polaris dealership could be approached; **ACTION: ?**

There were safety concerns in 2025 when entertainers were driving past the climbing wall and there was a potential risk to children in the area. Entertainers need to be able to park to unload and then move back. Parking to be arranged at Castle Grove Nursing Home.

ACTION: LB

5.6: Road closure arrangements/signing of diversion routes. JL to complete the Temporary Traffic Regulations Order application form. **ACTION: JL**

Signage at Lodfin needs to be considered. **ACTION: RB.**

RB will arrange signage and SF will help him check the signs. **ACTION: RW & SF**

5.7: Publicity. Agreed that the more publicity there is the better.

BB and LB will use the Council's Facebook page for publicising the fair. **ACTION: BB & LB**

RG will set up and get going and Instagram account. **ACTION: RG**

The banners need to be redesigned and they need to go out earlier. To be put in the diary for 1st October.

The flags to be put up on the weekend after 1st October (3rd & 4th)

BB is willing to try and get sponsorship. A new tattoo business was suggested as a possibility. **ACTION: BB**

5.8: Toilets, marquees, waste collection. It was agreed the following could be booked:

Toilets – Exmoor Luxury Loos

Marquees – Devon & Somerset Marquees

Waste – MDDC

ACTION: RW

5.9: First Aid, Specialist Medical Transport Ltd to be booked. **ACTION: RW**

5.10: Any other areas. The invoice sent to the fair company has not been paid. This will be sent again. **ACTION: JL**

- 6) To discuss the financial contribution from Bampton Town Council to be included in the budget for 2026-27.** The Clerk suggested asking for the contribution to be increased from £3,000 to £4,000 and this has been included in the Council's draft budget for 2026-27. The committee supported this amount.
- 7) Update on the fair becoming a charity.** No update.
- 8) Date of the next Fair Committee meeting.** Monday 2nd February 2026 at 5pm.