Bampton Town Council - Fair Committee

The minutes of a meeting of the Bampton Fair Committee held on Monday 5th October 2026 at 5.00pm in the Bampton Town Council Office, 5 Newton Square, Bampton.

Present: Cllr's R White (Chair), B Boyles, N Bull and R Grabke, Mr P James and Mr E Tanner.
In attendance: the Clerk, Mrs J Larcombe.

1) **Apologies and acceptance for absence.** Apologies were accepted from Cllr L Bull, Cllr R Brooker, Cllr S Fouracres and Mr H Saxby.

2) **Declarations Of Interest.** No declarations.

3) **Public Discussion.** No members of the public present.

4) **Minutes.** The minutes of the meeting held on the 7th September 2026 were agreed as an accurate record of the meeting and they were duly signed by the Chair.

5) **To give feedback on:**
5.1: Stalls bookings
More stall bookings have come in since the last meeting and there is an increase on 2025. Brook Street, Fore Street and Newton Square are full and Luke Street is filling up. Most stall holders have paid their stall fees and Cllr White will chase those who haven't. The Riverside Hall is reported to be almost full. Cllr Boyles offered to do some publicity for them if they give her some details.
Cllr N Bull was thanked for making such a good job of updating the map/plan for the allocation and marking of stalls.

5.2: Produce and Craft Fair. The space is fully booked and no more can be fitted in.

5.3: Entertainment. The Circus has suggested a programme and this will be arranged around the school performance and the Punch and Judy Show.
The fire engine will drive through at 10.00 to ensure there is adequate space for emergency vehicles.

5.5: Musical entertainment and mobile stage. Mr Tanner and Mr Saxby were thanked for putting together the list. Publicity/social media information has been put together for most acts and the other two will be reminded about providing material.
Musical entertainment will start at 10.30am. Timings were discussed.
There will be a half peal of the Church bells from 9.45am onwards.
Cllr White hasn't heard anything from the Mummers yet.
The owners of the funfair have confirmed they it will be coming and they will use Station Road carpark as usual. There was discussion about increasing the £1,250.00 charge but this was not agreed. Members were concerned that they do not bring enough good rides with them.

Mr James joined the meeting.

5.6: Stewarding. The community room at the fire station has been booked for the stewards briefing on Tuesday 27th October at 6pm.
Tuesday 27th October at 10.00am the stall places will be marked out. Cllr White will get the marker paint from Travis Perkins.
Cllr Fouracres has booked the two-way radios.
Cllr N Bull to look at how internet can be provided to the office. A dongle was suggested.

5.7: Road closure arrangements/signing of diversion routes. The Temporary Traffic Restriction Order has been received and will be displayed.
The Safety Advisory Group has sent a form to complete.

5.8: Publicity. Cllr Boyles, Cllr L Bu9ll and Cllr N Bull were all thanked for the work they have been doing.
Details of sponsors have been published.

5.9: Financial Report. A financial report had been circulated. Stall fees have exceeded the amount budgeted and entertainment costs are less than budgeted which increases the chance of breaking even. Cllr Boyles has emailed a lot of potential sponsors.

5.10: Any other items. The scouts are organising the climbing wall.
The emergency words are King Henry.
Cllr Boyles and her husband, Wayne, were thanked for putting up the flags.

6) **Date of the next Fair Committee meeting.** Debrief meeting on Monday 2nd November at 5pm in the Council office. Wednesday 25th November was suggested for the Public Meeting.

The meeting closed at 5.55pm.

Signed: Date:
Chair

Report for 7th September meeting

	Receipts			Payments			Net Position	
	Budgeted	**Actual**	**Variance**	**Actual**	**Variance**		+/- Under/overspend	
Stall Fees brought forward 2025-26	1030.00	1,030.00	0.00				0.00	0%
Stall fees 2026-27	3750.00	3030.00	-720.00				-720.00	-99%
Bampton Fair Sponsorship	6500.00	1600.00	-4900.00				-4900.00	-87%
Funfair	1250.00	0.00	-1250.00				-1250.00	-100%
From Bampton Town Council Budget	4000.00	4000.00	0.00				0.00	0%
	16530.00	**9660.00**	**-6870.00**					
Advertising & Publicity				75.00	35.00	40.00	40.00	53%
Ambulance/First Aid				750.00	0.00	750.00	750.00	100%
Bampton Fair Miscellaneous				200.00	0.00	200.00	200.00	100%
Business Rates for Fair				607.75	302.75	305.00	305.00	50%
Entertainment Costs				5000.00	0.00	5000.00	5000.00	100%
Marquee & Toilet Hire				3400.00	0.00	3400.00	3400.00	100%
Musical Entertainment including stage				3500.00	498.75	3001.25	3001.25	86%
Firework display				1500.00	312.50	1187.50	1187.50	79%
Signs & Printing				800.00	0.00	800.00	800.00	100%
Stewarding/Radios				500.00	0.00	500.00	500.00	100%
Traffic Costs				240.00	0.00	240.00	240.00	100%
Totals	**33060.00**	**19320.00**	**13740.00**	**16572.75**	**1149.00**	**15423.75**		