

**Minutes of the Charter Fair Committee meeting held on Wednesday 2<sup>nd</sup> February 2022 at 5pm in the LARC building.**

**Present** – Cllr. White (Chairman); Cllr. Fouracres; Tony Conway; Steve Caddy; Cllr. N. Bull; Ed Tanner; Judi Thomas.

**1) Apologies and Acceptance for Absence:** None received.

**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 declared.

**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.

Judi Thomas informed that the Heritage centre would like to continue to be a part of the Fair and to look after the information stall.

Judi Thomas was co-opted to the Committee.

**4) Minutes** – to agree and sign the minutes of meeting held on 3<sup>rd</sup> November 2021. Agreed and signed by the chairman as a true record.

**5) Round up from the 2021 Charter Fair – to receive assorted reports.**

Tony Conway reported on the skills and crafts area – all very happy apart from those who became wet due to the leaking tents.

Generally all stallholders were content with their pitches and the layout worked well.

A bigger stage with signage is proposed for 2022, fully enclosed to keep out any poor weather. Straw bale seating could be sourced to enable those watching the acts to be seated.

Riverside Hall – to consider renting the hall in its entirety on the day.

A new command centre should be sourced for 2022 other than the Albert Fowler Room.

Positive comments about the fairground and the rides that were there in 2021.

To ask David Small to be a member of the committee – he organised the chicken auction.

To check when the bells are going to be rung so that there is no clash with the Players performance.

Move the information stall back to the Riverside car park entrance along with much better signage.

**6) Finance report from the 2021 Fair**

Income from the Fair: sponsorship @ £3,350 + stall monies received @ £6,335.50 giving a total of **£9,685.50** Well done chairman for the sponsorship in a hard year etc.

Expenditure totals @ £7,204.00                      **Total available for grants = £2,481.50**

These monies for grants are shared between the Council and Rotary, without whose invaluable help and all the volunteers in particular the marshalls, the Fair could not be the success it is.

Thank you to the rotary members for all their hard work.

Lord of the manor very generously has donated back his fee of £100 so there is now £2581.50 available for grants.

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

- i. To consider the sale of the marquees currently stored in the Old Store- on the asset register at a cost of £18,000. There are 6. These to be kept for the time being.

- ii. To consider renting one large marquee to be placed on the Riverside car park from the Tuesday to the Friday of Fair week, thus not using the car park for a whole week as in the past. Cllr. White has been in touch with companies and is now awaiting quotes. March agenda.
- iii. To check whether there could be more assistance made available for some of the organising team, such as music/acts etc. To consider spreading the workload between more committee members as well as sourcing stewards earlier in the year.  
More help is definitely required for putting out the signage and the road cones, as well as taking them back in. A list of signs and where they are to be installed is being compiled.  
Steve Caddy will be co-ordinating promotion of the Charter Fair.
- iv. To consider the request from Rowland Devey regarding the Fairground in the car park – Clerk to elaborate. Proposed keep the same deal as 2021 ie £1200 for the next 3 years with reduced costs to the public on the Wednesday. This was agreed by the Committee.
- v. Clerk to update the Fair application forms prior to the March meeting. To increase the cost to £35 per 10' stall.
- vi. To discuss any further points pertinent to the forthcoming Fair in October.  
Cllr. Fouracres mentioned signs for the craft fair/busking/music and so on; required and to be big and bold.  
A loud hailer for announcements during the day would be useful.

Meeting closed at 5.50pm

Signed.....

Date.....

The next Committee meeting will be held on 2<sup>nd</sup> March 2022 at 5.00pm.