

**Minutes of the Bampton Fair Committee meeting held on Thursday 13<sup>th</sup> July 2023 at 5pm in the LARC building.**

**Present** – Cllr. White (Chairman); Cllr. Grabke; Cllr. Booker; Cllr. Fouracres; Tony Mount; Cllr. L. Bull; Penny Clapham (Clerk). Cllr. Brock.

**1) Apologies and Acceptance for Absence:** Edward Tanner. Cllr. N. Bull.

**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 meeting held on 8<sup>th</sup> June 2023 were agreed and signed by the Chairman as a true record.

**5) Actions & Updates –**

- i. Report on uptake of pitch spaces. Reported fairly slow this month.
- ii. To agree if there is to be a limit on food stalls both within the Food Court area and Brook Street. Not at present.
- iii. Apart from Titan the Robot is there to be a musical focus (as in the past)? Clerk to ask Bob King if he is available (jazz trio).
- iv. Check to be made on shops open on the day as this impacts on the position of street pitches. Cllr. White to action and report back in September.
- v. Charter Fair website updates – Cllr. L. Bull to report. September for an update.
- vi. Exeter Authors have asked if they can attend in the Community Hall – is there to be an antiques section here? Exeter Authors will be invited to attend. Clerk to action.
- vii. Frames for banners – marketing updates and signage particularly signage to the Church for the Craft Fair. For the craft fair to consider using the green barriers with signage attached. Suggestion for 2024 is to have one committee member in charge of branding and marketing. To hang flags out on 1<sup>st</sup> October to promote the Fair.
- viii. Putting out and taking in the road signs before and after the Fair. Cllr. White to contact Four Seasons to see if they are available for this task.
- ix. Disabled parking – not available this year in the Surgery car park, so where? September agenda for further discussion.
- x. On Fair morning, there will be a requirement for a steward to man the Marquee making sure that pitch holders go to the right places. Noted.
- xi. First look through the Event Management Plan 2023 – request to change the font.
- xii. Cost of the TTRO – noted. There is an increase this year.

Meeting closed at 5.55pm

Signed..... Date.....

The next Committee meeting will be held on 14<sup>th</sup> September at 5.00pm.