

## Minutes of the Charter Fair Committee meeting held on Monday 8<sup>th</sup> April 2024 5.15pm in the LARC

**Present** – Cllr. Fouracres; Cllr. Brooker; Cllr. Brock; Cllr. Grabke; Edward Tanner; Penny Clapham (Clerk).

- 1) Apologies and Acceptance for Absence:** Cllr. White. Cllr. Boyles. Cllr. N. Bull. Cllr. L. Bull. Doug Parrish.
- 2) To elect a Chairman for this meeting** – Cllr. Fouracres was proposed to take the chair. Accepted.
- 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** – to agree and sign the minutes of meeting held on 8<sup>th</sup> January and 4<sup>th</sup> March 2024. Signed as a true record by Cllr. Fouracres.
- 5) Actions** –
  - i. Is there a letter to go out with the Fair application forms this year? If so, what type of content to put into any letter, such as contacts/pitch logos/ etc. Clerk to compose a letter to go with the application form so that the forms can be sent out by the end of April.
  - ii. There is a fair email address to which as clerk I currently do not have access. How can this be sorted so that these emails come direct to my laptop. Cllr. N. Bull will be able to link this email to the current clerk@ email address.
  - iii. Any prime event sourced for this year's fair? Cllr. Grabke mentioned dinosaurs, based in Somerset, she will investigate further and bring information to the next committee meeting.
  - iv. To receive updates on the Charter Fair website: very colourful and evolving well. Website designer is suggesting she update the design of the application form. Clerk to discuss with the designer.
  - v. To receive updates on music and booked events. Ed Tanner has booked the PA system. Proposed £1500 for music events for the Fair – to take to a full council meeting. This is a large budget increase.
  - vi. Any other proposed actions not listed above for discussion. Possible chicken auction as bird flu is no longer a hazard (for the moment). Face painting; Cllr. Grabke will check some local mums who may be able to face paint on the day and will come back with further information to the next fair committee meeting.

Meeting closed at 5.50pm

Signed.....

Date.....

The next Committee meeting will be held on 13<sup>th</sup> May 2024 at 5.15pm in the LARC.