



Bampton Town Council Bampton Charter Fair Working Group

MINUTES of Meeting held 30th September 2016 10:30am at Station House:

1. Present: Celia Hicks (BTC), Sherie Webber, Alan Woolley, Humphrey Berridge. Apologies: Edward Tanner.
2. Reports:
 - a) SW (Tolly) reported that over 90 pitches for stalls had been sold so far, and that was very likely to rise to over 100. Marking of pitches along the pavements was started.
 - b) AW: SAG meeting had gone well (Rodney Baker and Paul Edwards from BTC had also been present) – the updated Guide was provided to go into Control Room. Walkie-Talkies would be delivered on the Friday before the Fair. Entertainments all booked and confirmed. Craft Fair nearly fully booked, and Local Produce looking good with a few Trad Crafts stalls. Community Hall (Cancer Research) all organised. Rotary helpers being recruited with a few yet to confirm.
 - c) HB: Publicity going well with Fair Programme going to the printers on 3 Oct., and A1 posters ready to go. We are getting good feedback particularly from our Facebook page. One of the large banners needed attention with a new logo now on order – it would be sorted out and left in HB's conservatory for collection. The other Brook St. banner to be found and CH to organise erection with Western Power, and with locals for putting banner over Railway Bed. BBC/ITV to be contacted nearer the date.
3. CH: Fair Infrastructure. BTC to arrange a thank-you evening after the Fair with Toucan to provide the nibbles. (*n.b. Date changed since meeting – now 24/11/16*). Stewards' briefing sessions to be 2pm Monday 24, and 7pm Tuesday 25 in Riverside Hall. Tabards had been located and would be brought to meetings. PowerPoint presentation as last year. Fair flags were already up in main streets, more to be added. Arrangements were being made for signs, cones, etc., and for flower planters to be removed (also the 'railway' seat near the toilets). Portaloos all organised. MDDC had been approached to confirm clearing up after the Fair and also arranging an extra 45 brown bins to encourage recycling of Fair rubbish – every stall would be issued with 2 recycling bags. The legal 'Road Closures' document had still not been received but is being chased up. It was agreed that the proposal discussed at BTC and voted upon there with regard to car-park takings was "ill-considered", and would not be enacted. However, it would be revisited at a later date, when the financial structure of the Fair was viewed alongside the BFWG governance and terms of reference document. AW pointed out that the Work Group finances were rigorously in order and sound, and we were happy for them to be audited appropriately; in contrast, the figures we had been given by BTC for Fair finances revealed considerable deficiencies and inaccuracies. Both sets of accounts needed to be considered reciprocally to ensure transparency.
4. AOB Liz Allen had made a request for fund-raising for Guide Dogs on Fair day. This was unanimously rejected in view of the Fair's long-standing link with Cancer Research UK, but there was no objection to have a stall pitch if she wanted one.

The meeting closed at 12:30 pm. SW/HB