

REPORT FOR BAMPTON COUNCIL – ref BAMPTON FAIR

Meeting held at Riverside Hall, Tuesday 20th December 2016 between Penny Clapham (clerk), Sherie Webber, Alan Woolley, Carol Mares (Cllr), Kelley Beeston.

Kelley Beeston supplied a resume of Bampton Fair from the time that she took over as Tolly and how the Fair works, then and now. Sherie Webber as the current Tolly, concurred with Kelley Beeston. The lease, grants Council the “tolls of markets and fairs” and was last renewed for 10 years in 2013.

It would appear that there are two fairs held on the same day, complementing each other. The original fair with tolls, (payable to Council) and various bolt-on activities managed by the Bampton Fair Working Group (WG). The fund managed by the WG is comprised of monies put by from the ancillary items to the main Fair, and is not comprised of tolls.

To repeat.

In essence there are two Fairs. One, the original with payable tolls to the leaseholder (currently the Council). Two, bolt on additions (no tolls), whose fees go to the WG: these monies are held in a separate bank account from those held by the Council.

If this information had been fully disclosed at the beginning of 2016, it would have saved a great deal of question, discussion and aggravation between the respective parties involved in putting on the Fair.

The Fair will not work without a Tolly to take the bookings and arrange the stalls for those who pay the tolls, let alone all the extras as arranged by the WG, supported by Rotary.

Proposals

1. To keep the two Fairs separate financially; the WG keeping its own bank account as now.
2. This account to be under the name of Bampton Fair Working Group with 2 signatories per cheque issued.
3. The WG to remain autonomous – BUT should create terms of reference with particular attention to the monies held in the WG account, noting what should happen to any monies in this account should the Fair cease to exist.
4. WG to have at least 1 councillor on its committee, the Tolly, a member of Rotary, and possibly the Clerk.
5. Bampton Fair Committee (BF) to have at least 3 councillors (quorum), the Clerk, and possibly the Tolly, as a **minimum**. This committee to be confirmed annually at the Council meeting in May.
6. The BF to be responsible for Fair actions, to have delegated powers to make all decisions, and to report to Council at least every 3 months.
7. The BF committee to meet at least 3 times a year – these meetings to have an agenda and minutes and would be open to the public.
8. Communication is the key and all correspondence (emails) to be cc'd between all members of both committees.
9. Council to put in a budget of £2,000 in the financial year 2017/18 towards the infrastructure costs of holding the Fair. These costs would include for example, the hiring of portaloos, ambulance, road closures, etc. This budget to be reviewed annually at budget setting time (December). This is a Council responsibility to ensure

- the Fair goes ahead and the management of same would be down to the BF Committee. A reprised list of responsibilities to be drawn up for the 2017 Fair.
10. WG to be responsible for Fair items that do not affect the toll payers – ie: marquees, flags, banners, etc. and should allocate funds for the repair/replacement as needed.
 11. A reprised list of responsibilities of the WG to be drawn up for the 2017 Fair.
 12. The disbursement of tolls from the 2017 Fair should remain the same as before. One third gross to Tolly; the remainder to be divided in half, Rotary and Council receiving these shares. These monies to be disbursed as needed within the parish of Bampton, by both Rotary and Council.
 13. There is no requirement for Council to share these funds between many – could all be allocated to one applicant if sufficient need is shown.
 14. All applications for toll monies to be made on the correct form as available either from the Bampton website of the Clerk, and to be made before the 1st February in any financial year.
 15. If Council deem any requests are not sufficiently worthy at the time of application, then said funds can be carried over to the next financial year.
 16. If Council's costs are so high that both the budget and income from the funfair does not cover same, then toll monies can be used to defray said costs.
 17. Council are reminded that they are not allowed to make either a profit or a loss from the Fair.

2017 is a new year, with another Fair to organise. Let us all move forward in a positive and harmonious manner.

Penny Clapham

Clerk to Bampton Town Council.