

AGENDA ITEM 10b

NOTES OF THE GOOSE FAIR OPERATIONAL MEETING held in the Council Chamber, Drake Road, Tavistock on **Thursday 29th September 2022** at **2.00pm**

PRESENT

- Wayne Southall (Chairman), Tavistock Town Council, General Manager
- Rebecca Rowe, Tavistock Town Council, Works Manager
- Carl Hearn, Tavistock Town Council, Town Clerk
- Lesley Reeves, Community and Compliance Officer
- Councillor Mandy Ewings, Tavistock Town Council
- Councillor Barry Smith, Tavistock Town Council
- Councillor Harry Smith, Tavistock Town Council
- Lindsey Walke, Devon and Cornwall Police
- Roger Hann, Raynet Communications
- Mary Backholer, St John Ambulance
- Tony Mogford, TMA Ltd
- Alan Wroath, Tavistock Lions
- Richard Jones, Tavistock Lions
- Robert Kefford, Showmen's Guild
- Tim Beckett, South West Ambulance Service

1. APOLOGIES

- Graham Bailey, Stagecoach
- Stuart Gardner, AA Signs
- James Coole, Devon and Somerset Fire and Rescue Service
- Alan Jenkins, Showmen's Guild

2. CONFIRMATION OF MINUTES

- a) Members received the minutes of the Goose Fair Operational Meeting held on Thursday 1st September 2022 and endorsed their accuracy.
- b) Matters arising – none.

3. UPDATE ON PREVIOUS ACTIONS

- a) Raynet Update – Confirmed 17 Raynet stewards scheduled for Goose Fair day, Raynet to supply TTC with a list of names.

It was confirmed that radios will be set up Monday/Tuesday Goose Fair week and control centre to be set up on Russell Street after 5pm Tuesday 11th October. It was also reported that a booster aerial location had been sources on the roof of the Guildhall.

- b) WDBC Update – confirmed before the meeting that two stewards will be on site between 8:30am – 3:30pm, with a further two at Kilworthy Offices to deal with Goose Fair specific issues. In addition, WDBC lead contact for Goose Fair will be around on the day until 5pm.

Confirmed that, following advice from the Fire Service, maintenance work to the main pedestrian access path to Bedford car park is to be undertaken.

Confirmed that temporary traffic lights will be in place on Canal Road access to Bedford Car Park (as per 2019 set up) from Saturday 8th to Sunday 16th October.

Attendees were advised that TTC had recently received the quote from WDBC for event clear up and it was a significant increase on 2019. TTC has asked for a cost analysis to be undertaken.

- c) Event Maps Update – maps are currently being finalised with changes amendments being made to reflect changes to stall/layout, with colour coding consistent across all maps to reflect the access points/zones. The changes should make the maps more user friendly for stallholders, stewards and stakeholders, therefore minimising disruption during set up and providing more clarity regarding communication for emergency services entering during the event. Attendees were advised that maps would be available on the TTC website from 5th October.

4. GENERAL: TRADER UPDATE/LAYOUT CHANGES/SUSTAINABILITY

As per previous updates, attendees were advised that there had been a significant number of long-standing traders that no longer were attending the event following the two-year absence, for numerous reasons, with many retiring or moving on to a different career path. It was explained that this brought challenges as many of these traders used to have larger 30 to 40ft pitches, and the new artisan applicants usually only trade from 10ft frontages, meaning many more traders were needing to be sourced than previous years, to let the event space. It was explained that the majority of the space available had now been let with iro 100ft remaining. Historically there would have been several traders still left to pay at this stage but the majority of traders had already paid in full which was a significant positive.

Following on from previous updates it was explained that arrangements for the Alexander Centre car-park as a food and drink destination area with seating were in place, with some entertainment planned for late afternoon.

It was explained that Guildhall car-park plans which included the addition of artisan stalls have had to be amended due to space issues. A traditional carousel with a music organ has been confirmed for that area which should be a significant draw.

The Works Manager confirmed that a detailed report on stallholders and sustainability will be provided after the event.

Other changes explained included the addition of steward marquees at all main access points with increased room to enable a better flow through the main access points, the introduction of two drinking water stations provided by SWW (as an initiative to discourage single use plastic water bottles), and additional safety measures being implemented regarding physical barriers to

mitigate as best as possible unauthorised vehicles entering the pedestrianised areas of the event (implemented due to an incident in 2019).

5. EMERGENCY PLANNING DOCUMENTATION

Attendees were advised that improved maps will be available on the TTC website from Wednesday 5th October. Trader packs to be sent out specifying colour coded entry zones for easier access.

It was confirmed that, following on from the 2019 incident, more stewards will be on site and tighter restrictions/monitoring will be implemented to ensure vehicle access is restricted to residents of Garden Lane (off Russell Street) and emergency vehicles only. Water filled barriers are to be sourced to help prevent unauthorised access.

Ear pieces have been sourced to improve radio communication between stewards. Representatives from Raynet and Devon & Cornwall Police indicated that additional ear pieces may also be available via their organisations.

6. PARK AND RIDE

Plans for the Park and Ride were in place with Stagecoach. On 21st September TTC was informed that Stagecoach SW had been instructed to pull all extra services, including Goose Fair Park and Ride services. Due to the longstanding relationship with Goose Fair, Stagecoach SW agreed to continue with the Yelverton service.

Attendees were advised that several other local service providers were contacted to establish if a service to either Gulworthy, Whitchurch Down or both sites could be delivered. Plymouth based Tamar Coaches (who operate several school bus services in the area) has committed to providing a service to both sites. Site visits with representatives from Tamar Coaches have taken place and Tamar Coaches has agreed to honour the original timetable with the service being split between the sites (Gulworthy – Drake Statue, and Whitchurch Down via Pixon Lane – Bus stop by Tavistock Primary School).

Attendees were advised that due to the need to secure a provider at short notice there would be an increase (iro £1.5k) on spend for bus services.

Lions Club agreed for contact details to be passed to Tamar Coaches and confirmed that they would be using their Sum Up card payment devices to collect Park and Ride ticket monies in addition to collecting cash payments.

It was confirmed that fencing and cones would be provided for the Whitchurch Down site and welfare facilities for stewards were still being sourced.

7. WDBC

There were no WDBC representatives in attendance. Update as previously reported. Cllr Smith advised that TTC would need to review increased costs and medium-term sustainability after the 2022 event.

8. ADVERTISING/PROMOTION

Attendees were advised that promotional material had been distributed via Stagecoach and Tamar Coaches.

Continual promotion of the event was taking place on social media, plus flyers, posters and banners and via regional Links publications and a local radio station.

A live radio broadcast from Goose Fair is planned to take place on the day.

9. FEEDBACK FROM STAKEHOLDERS

- St John Ambulance requested set up on Tuesday evening after 5pm which was agreed
- Tony Mogford raised concerns regarding new traders and health and safety requirements. The Works Manager confirmed that detailed health and safety requirements (especially pertaining to the fire regulations) had been sent to all traders.

10. ANY OTHER BUSINESS

None

11. DATE OF NEXT MEETING (WASH UP)

Thursday 3rd November at 2pm

The Chair thanked all participants for attending the meeting. The meeting closed at 2:58pm.