



# Tavistock Town Council

*Working for the local community*

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## **AGENDA ITEM 9c**

**NOTES OF THE GOOSE FAIR OPERATIONAL MEETING** held in the Council Chamber, Drake Road, Tavistock on **Tuesday 26<sup>th</sup> April 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, Tavistock Town Council, Community & Compliance Officer
- Kevin Williams, Devon and Cornwall Police
- Lindsey Walke, Devon and Cornwall Police
- Tony Mogford, TMA Ltd
- Councillor Barry Smith, Tavistock Town Council
- Councillor James Ellis, Tavistock Town Council
- Roger Hann, Raynet Communications
- Alan Jenkins, The Showmen's Guild
- Monty Howell, The Showmen's Guild
- Robert Kefford, The Showmen's Guild
- Janna Sanders, Tavistock BID
- William Bushall Crane, Stagecoach
- Alan Wroath, Tavistock Lions

### **1. APOLOGIES**

- Town Mayor, Andy Hutton, Tavistock Town Council
- Richard Jones, Tavistock Lions
- Mike Ayres, National Markets Traders Federation
- Tim Beckett, South West Ambulance Service
- Stuart Gardner, AA Signs
- James Coole, Devon & Somerset Fire & Rescue Service
- Louise Crocker, Devon and Cornwall Police
- Jenny Mashford, Devon and Cornwall Police

- Graham Bailey, Stagecoach
- David Rowland, The Showmen's Guild
- Anita Kidby, West Devon Borough Council
- Richard Easthope, West Devon Borough Council

## **2. CONFIRMATION OF MINUTES**

a) Not applicable (2021 Goose Fair cancelled due to the COVID19 Pandemic)

### **b) Matters arising**

The General Manager welcomed all present and provided a precis of the Town Council's current position. In summary due to the latest Government guidance Goose Fair will take place this year on Wednesday 12<sup>th</sup> October as planned. The Event Management Team are proceeding with operational arrangements.

## **3. COVID 19**

In line with current Government guidance, the Council will take a similar approach to 2019 reference the organisation of the event, small interventions are planned in relation to increased hygiene measures. Stall layout and routes into the event to remain largely unchanged.

In summary, there will be minimal changes in relation to stall layout, routes in/out. Traditional pinch point areas to be reviewed with the possibility of relocating some pitches to enable a better flow of people. The Showmen's rights will not be affected by these changes. Hygiene stations are being planned for all entrances.

A meeting with WDBC is to be arranged to discuss the Council's respective responsibilities and partnership activities. TTC will ask WDBC to increase the waste receptacles and include a provision for recycling.

## **4. FEES and CHARGES**

Fees carried over from 2020/21 as agreed at a 2% increase on 2019 fees.

## **5. WDBC**

There were no representatives from West Devon Borough Council at the Meeting.

Anita Kidby has been confirmed as the new Health and Safety Officer at WDBC. She will be responsible for the WDBC response to 2022 Goose Fair alongside Richard Easthope. A meeting with AK/RE and WS/BR (TTC) regarding the Fairground and other WDBC responsibilities for Goose Fair is to be arranged.

Alan Jenkins confirmed that The Showmen's Guild were awaiting a response from WDBC regarding the arrangements for the fairground this year, understanding they were still within the three-year contract. The Showmen confirmed they would like to continue with arrangements as per previous years for Bedford Car Park and Bus Station.

## **6. ADVERTISEMENT**

Due to the event being cancelled in 2020 and 2021 the Town Hall and Events/Works Manager advised that a region wide advertising campaign was required for the 2022 event and suggested partnership working with Tavistock

BID for the benefit of the event and Town Centre businesses. The BID Manager agreed to work in partnership to promote the event. Stagecoach advised that they would display promotional material on their buses earlier than previous years.

The Showman's Guild Representative advised that they would distribute promotional material at other events.

The Town Hall and Events/Works Manager is anticipating that promotional material will be ready for distribution June/July.

## **7. EMERGENCY PLANNING DOCUMENTATION**

The General Manager confirmed that the first draft of the Traffic, Parking and Pedestrian Plan, Safety Plan and Initial Equality Impact Assessment would be completed by end of June and issued to stakeholders for feedback. Small changes were expected.

## **8. PARK AND RIDE**

It was noted that currently no other options for a third site have been secured, local landowners approached have declined. A possible third site on TTC land needs to be assessed for viability.

The BID Manager advised that she knows landowners in the required area and volunteered to contact them directly.

Cllr B Smith offered to contact Mount Kelly to see if there was a potential site on its land.

It was agreed and noted that the BID Manager and Cllr B Smith would actively approach the land owners above with a view to secure a third Park and Ride site from the Okehampton direction.

The Lions Club of Tavistock committed to running all three sites in 2022.

The Park and Ride bus service providers, Stagecoach advised that the 2021 contract would be rolled over to 2022. A new site would need to be risk assessed by Stagecoach before they could commit to providing a service for that site.

## **9. ACTION PLAN**

- First draft of emergency planning documentation to be sent to stakeholders for feedback by end of June
- Exhibitor Bookings - the Town Hall & Events/Works Manager advised that the stallholder process would remain the same as 2021, where stallholders were required to reapply for a pitch. It was noted that the response so far from previous traders has been slow but there has been a lot of interest from potential new traders.

In summary, the key changes planned include reviewing the exhibitor trading list, existing exhibitors to re-apply for the event to ensure full

transparency and understanding of their respective offers prior to allocating a pitch, reviewing and amending where applicable exhibitor documentation, enforcing a ban on all drug related paraphernalia goods and not allowing traders who've previously flouted the rules to trade, reviewing the layout of Market Road and the incorporation of the new Guildhall Car Park, including seating areas to encourage 'dwell time', in Guildhall Car Park and Alexandra Centre Car Park Food Hub, as well as investigating the feasibility (in light of COVID19) of introducing more environmentally friendly measures e.g. a free communal water hub which allows visitors to refill their water bottles with the aim of reducing single use plastic.

A question was raised by the BID Manager from a levy payer perspective, requesting changes to the event include encouragement for visitors to visit the Town Centre. The General Manager explained the event is attended by several local businesses and applications from Tavistock based businesses would be welcomed. The General Manager asked if a list of shops planning to open on the day could be provided as historically there have been issues with local shops not wishing to engage in the event. The General Manager explained that it wouldn't be practical, because of road closures, to extend the event into Duke Street but the Events Management Team will revisit extending pitches all the way down Market Road with the possibility of making it an interactive space with artisan traders such as potters, blacksmiths, willow weavers etc. BID were asked to consider providing pockets of entertainment to draw people to the high street.

Another question was raised about the amount of food stalls selling very similar products. The General Manager explained that in previous years the Events Management Team have restricted access to food stalls only offering the same mix of products, such as burger vans. It was reported that every food outlet is busy at Goose Fair and the Events Management Team try to avoid the problems at other events where there are not enough food stalls, which impacts negatively on the visitor experience. The Health and Safety advisor reported that some of the catering stalls were outside the control of the Events Management Team as they were organised independently by landowners along Plymouth Road.

The Events Management Team reported that they strive to provide as much variety as possible but are relying on stallholders applying for pitches. The event has a long history as being a family friendly event and the General Manager explained that any proposed changes should respect the core values and traditional visitor base.

Cllr Ellis asked about stallholders response to sustainability. It was reported that a small amendment would be made to the 2019 letter issued to stallholders for 2022, in relation to eliminating single use plastics. However, it was anticipated that it may take iro five years for traders to embrace the event's sustainability ambitions. It was reported that the aim of the planned water stations was to discourage the sale of bottled water. Discussions would take place with WDBC regarding introducing recycling stations for rubbish.

## **10. FEEDBACK FROM STAKEHOLDERS**

- TMA Ltd – raised the issue from previous years regarding stallholders creeping out of their defined space on Bedford Square. Suggested TTC defines emergency lanes (chalk line) on highway. The General Manager suggested that may be achievable by the churchyard but the rest of the area falls under the Showman’s Rights.
- Raynet – asked what level of support was required from their organisation as some members of Raynet have lost interest in volunteering since COVID. It was reported that following a serious incident in 2019 more stewards would be required in 2022. It was confirmed that the level of support required would be at least the same as 2019, preferably more.
- Devon and Cornwall Police – advised Special Constables would be in attendance on the day. A police/PCSO presence was requested on Tuesday for set up and additional presence from 4pm on Goose Fair day as evening is the most challenging time. Regarding Tuesday set up, it was advised that the police do not have the power to move people on but Traffic Wardens do have that authority.

## **11. ANY OTHER BUSINESS**

None

## **12. DATE OF NEXT MEETING**

End of June TBC

The Chair thanked all participants for attending the meeting. The meeting closed at 3.00pm.