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NOTES OF THE GOOSE FAIR OPERATIONAL MEETING held in the Council Chamber, Drake Road, Tavistock on **Thursday 1st 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
- Councillor Barry Smith, Tavistock Town Council
- Karen Procter, West Devon Borough Council
- Lindsey Walke, Devon and Cornwall Police
- Roger Hann, Raynet Communications
- Graham Bailey, Stagecoach
- Alan Wroath, Tavistock Lions
- Richard Jones, Tavistock Lions

1. APOLOGIES

- Lesley Reeves, Tavistock Town Council
- William Bushall Crane, Stagecoach
- Janna Sanders, Tavistock BID
- Louise Crocker, Devon and Cornwall Police
- Jenny Mashford, Devon and Cornwall Police
- Robert Kefford, Showmen's Guild
- Alan Jenkins, Showman's Guild

2. CONFIRMATION OF MINUTES

a) Members received the minutes of the Goose Fair Operational Meeting held on Thursday 14th July 2022 and endorsed their accuracy.

b) Matters arising – none.

3. ACTIONS FROM OPERATIONAL MEETING ON 14TH JULY

- a) Whitchurch Down Park and Ride meeting: It was explained that a meeting had been held with Tavistock Lions and Stagecoach specific to the new park and ride site at the football pitch on Whitchurch Down. Both organisations advised that they were comfortable with the new site for 2022 and had agreed logistical arrangements relating to such aspects as turning circles, drop-off/pick-up points, access and egress onto site and how many stewards were required for this activity, including an additional two from Raynet. Stagecoach stated that they would run a smaller and more frequent shuttle service between Whitchurch Down and Gulworthy with drop off and pick up at Goose Fair, located just past Drake's Statue, making the previous Lawsons site obsolete. Attendees were advised that AA signs had produced a new signage schedule taking the new site into account and that residents affected had received letters regarding to the traffic order implications.
- b) WDBC meeting held with TTC/DSFRS: Attendees were advised that a meeting was held on the 22nd August and all aspects were agreed specific to arrangements within Bedford car-park and the bus station. Arising from the discussions was the necessity to carry out some maintenance work to the main pedestrian access path to Bedford car-park and it was agreed that trader parking would be prevented on Chapel Street. Also, there were some agreed changes to the event layout in these areas due to newly installed structures such as EV charging points.
- c) Cattle Market liaison with TTC/BID re promotional material: It was explained that TTC had received the Cattle Market's promotional material and this had been circulated with a further meeting to follow about this matter and marquee availability.
- d) Update plans arising from DSFRS meeting: This aspect was work in progress, with many of the plans partially amended using Pear Technology mapping software.
- e) Event maps to be reformatted: As per d), it was explained that all the maps would be completed and circulated for comment prior to the next Goose Fair Operational Meeting to be held on 29th September 2022.

4. GENERAL: TRADER UPDATE/LAYOUT CHANGES/SUSTAINABILITY

Following on from previous updates it was explained that arrangements for the Alexander Centre and a food and drink destination area with seating were in place, with some entertainment planned for late afternoon, and that Guildhall car-park plans were completed which included the addition of artisan stalls and a traditional carousel.

Attendees were advised that there had been a significant number of long-standing traders that no longer were attending the event following the interregnum, for numerous reasons, with many retiring or moving into a different career path. It was explained that this brought about challenges with regards to reletting as many of these traders used to have larger 30ft to 40ft pitches, and the new artisan applicants usually only traders from 10ft frontages, meaning many more traders were needing to be sourced than previous years, to let the event space.

Other changes explained included the addition of steward marquees at all 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 re: physical barriers to mitigate as best as possible unauthorised vehicles entering the pedestrianised areas of the event (implemented due to an incident in 2019). It was also explained that for 2023, the issuing or reusable cups would be considered in such zones as the Alexander Centre.

5. EMERGENCY PLANNING DOCUMENTATION

The General Manager confirmed that feedback that had been received from stakeholders had been incorporated into the emergency planning documentation and that the next stage of review would be the circulation of the maps, as discussed above. The week of Goose Fair arrangements were discussed for those that were new to the event relating to timings, e.g. explaining the purpose of the emergency pre-meet that is held on the Wednesday of the event at the TCOs at 8am and such aspects as the fire service drive through which happens at 8:30 on the day.

6. PARK AND RIDE

In addition to previous discussions regarding Whitchurch Down, Stagecoach confirmed that they would circulate their bus timetables shortly. It was also agreed that TTC would pick up and site the temporary bus stops and that Stagecoach would display Tavistock Goose Fair promotional material as per previous years.

Tavistock Lions confirmed that they had managed to allocate enough resources to deliver the three park and ride sites, now that Tamar Lions were no longer able to lead on Yelverton, but would provide a supporting role instead at this site. A discussion was held around collection of money for the park and ride sites, with a clear societal change specific to cash handling. It was agreed that Tavistock Lions would provide a cash and card payment option and that Whitchurch Down would fall under the category of car payment, not per person.

It was explained that welfare provision for the stewards would be provided for all three sites.

7. WDBC

WDBC provided an update on the meeting that was held with TTC Officers. It was explained that most of the historical arrangements had been actioned, e.g. temporary traffic lights for Canal Road, trader parking at £2.50 for Riverside car-park and that extra bins for event waste would be implemented for 2022, along with additional scheduled toilet cleans.

WDBC also confirmed their arrangements for attendance on site on the Tuesday and Wednesday of Goose Fair week and explained that they would circulate contact details shortly for key personnel.

8. ADVERTISING/PROMOTION

The Works Manager advised that promotional material was ready for distribution and would be shared via various mediums such as local newspapers and the regional Links Magazine. It was explained that the branding material had been shared on social media, with a banner on Bedford Square and that flyers had already been posted in all residential and commercial properties impacted directly by the traffic order restrictions, along with the explanation around the impact of the traffic order restrictions. It was reported that the majority of social media post has been positive with regards to the return of Tavistock Goose Fair.

9. FEEDBACK FROM STAKEHOLDERS

- Devon and Cornwall Police advised that two Traffic Police had be rostered for Tavistock Goose Fair in addition to local coverage.
- Raynet advised that they would organise a site visit to the Guildhall to look at installing a radio booster system on the roof to assist with event comms coverage.

10. ANY OTHER BUSINESS

None

11. DATE OF NEXT MEETING

Date agreed - Thursday 29th September 2022 at 2pm

The Chair thanked all participants for attending the meeting. The meeting closed at 2:45pm.