

Community Fair Planning Meeting
25th February, 2020
The Mayor's Parlour

Attending: Councillors Rachel Brooks and Christina Whitty, Mandy Hancock

1	<p>Applications</p> <p>Over 40 applications had been received. This is a good figure as we can not be quite as cramped as last year. The Real Junk Food Project will also be in attendance.</p> <p>Mandy will write to all applicants and inform them where their stand is. They will also receive the Community Champion Award nomination forms in case they wish to submit a nomination.</p>
2	<p>Town Council Stand</p> <p>The Town Council stand will feature the Community Governance Review, Recycling and Disability Confident items. It was decided that 2 tables would be needed, one next to the Mayor's Raffle and the other the first one by the stage. Christina volunteered to man the Mayor's raffle stand. Volunteers would be needed for the other stands.</p>
3	<p>Engagement</p> <p>This year people will be given a small card when they arrive. In each room it will be stamped and when completed it can be entered into a draw. Rachel will get some flowers and Mandy will ask Sandra if she may be able to source an Easter egg for these specific draws. People can choose which they want to enter. Mandy will send Rachel a draft of the card prior to printing. Using the cards will also give us an accurate number of people attending.</p>
4	<p>Volunteers</p> <p>Volunteers are needed from 8am to assist stall holders when they arrive. They will have lists and room layout plans. A volunteer is needed to be at the entrance door and give out/explain how to use the stamp cards.</p>
5	<p>Publicity</p> <p>The event will feature in the Lyskerrys magazine and a book bag drop is being arranged with Liskeard SCC. Flyers and posters have been distributed. Mandy will contact Print 2 Media to get the banner updated. The Facebook post will be shared with all stall holders too: https://www.facebook.com/events/1568574246614822/ .</p>
6	<p>Next Meeting</p> <p>It was decided that a further meeting wasn't needed.</p>