



**Minutes of the Market Committee held In the Town Council Offices on
Wednesday 23rd October 2024 at 4.30pm**

Present: Cllrs: N. Kenneally, P. Brown, D. De ste Croix & S. Preston.

In Attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC)
Market Trader (MT), Hannah L

Absentees: W. Dentlinger.

1150. Apologies for Absence.
No apologies received.

1151. Declarations of Interests - To receive declarations of personal and prejudicial interests in respect of items on this Agenda.
Councillor N. Kenneally asked Councillors to declare any relevant interests as they arose.

1152. Minutes of the Last Meeting – To sign the Minutes of the Market Committee Meetings held on the 25th September 2024.

No quorum for signing the minutes

1153. Action Items – (Appendix 1) To consider matters arising from the Minutes of the 25th September 2024, not already covered by the agenda. For Information Only.

Cllr. P. Brown entered the meeting at 16:32

TC queried where the proposal for signage is likely to come from due to limited funds in budget. TC has contact TDC regarding the Lease and has not been able to progress with this. Committee requested TC to chase this with Harvey, Head of Estates. Investigate seasonal opening options for the market, TC suggested to delegate this to the Elected Market Trader Representative (MTR) after the election. Market Trader, Hannah L. offered to inform the Market Traders. Discussion ensued.

1154. Market Accounts - to discuss the Income and Expenditure breakdown for Holsworthy Market
Councillors observed the Market's Income and Expenditure and it was noticed that there is a loss. Cllrs discussed the sustainability of the Market Assistant Expenditure which is occurring. Discussion ensued. It was clarified that 3 market assistants are required when erecting above 17 Gazebos.

1155. To hear from an unelected Market Traders regarding the Market
People are holding back until more information about the MTR has been received.

- 1 asked about a permit for traders to have at a discount. I will inform the trader this is a TDC item. Cllr. D. De ste Croix suggested HTC funding the traders parking.
- I noticed a lot of traders did not trade in the winter due to weather
Suggestion closing in January and February.

1156. To receive an update from the Market Manager- Including the code of conduct.
MM brought it to the attention of the Committee that a potential trader has requested a stall, if they are able to confine their pets in a play plan. To check liability. Market Trader HL commented that 1 dog would be acceptable but 4 isn't. There are public and food traders which could cause issues. Cllr. D. De ste Croix commented that if the dogs are not exhibits then it should be okay. However, to be added to the next Agenda to be discussed and agreed if necessary. ATTC informed the committee that 2 traders have requested to hire an additional stall to share, however, due to location they or other traders may have to relocate to implement this addition. Market Trader HL felt this would affect their electricity, ATTC confirmed electricity is accessible all-round the market. The TC advised market trader HL that this is a conflict of interest and advises not to comment. Cllr. Kenneally requested the ATTC speak to traders and investigate relocation.

1157. To update on advertising signage in the Square on Market Day.
TC asked who the target market is for advertising on the market barriers. Discussion ensued. Cllr. D. De ste Croix would be happy to sponsor a barrier for the market. This would be a revenue stream for the Market and is aimed at advertising that as a business owner they are happy to sponsor the Market. Cllr. Brown, this could be aimed at businesses at the Industrial Estate or those that are not visible in the square to promote. 'Local business proudly sponsoring Holsworthy Market' The TC asked for clarification on the advertising. TC to send some letters to business. Cllr. N. Kenneally will visit local businesses with a letter to introduce the idea to local businesses.

1158. To update on Market Trader and HTC Communications.
There is a WhatsApp channel for the Holsworthy Market channels, which is a single communication channel and is updated when necessary.

1159. To update on the Election process for a Market Representative.
Today a message has been sent out to the Holsworthy Market Trader Channel in reference to the MTR Election Process.

Hannah L. queried the election process, expressing that the message shared in the WhatsApp channel was unclear. TC clarified that traders interested in becoming a Market Trader Representative must formally submit their application, either by email or letter, to Holsworthy Town Council prior to Thursday 7th November at 16:00. Discussion ensued.

1160. Town Clerk's Report.
The Town Clerk had no further additional updates for the committee.

1161. Close
Councillor Kenneally closed the meeting at 17:14

Signed

Dated

(Appendix 1)

Actions from Markets on 23rd October 2024

	Action	Who	Completed
1. 24.07.24	Research options for signage to go in various places around Holsworthy such as the Community College Bridge, The wall at Waitrose and other high traffic areas of Holsworthy.	Office	Taken to Markets on 25.09.24
25.09.24	Investigate advertising banners for planters at entrances to the entrances to the Square and purchase 2 barrier banners. Contact businesses for sponsorship of banners at a cost of £200 per year plus Banner cost.	Office	TC investigated the advertising for the planters and concluded that it is not feasible. Office will be preparing a letter for businesses regarding sponsorship for the market barriers.
2. 24.07.24	To contact the new head of estates regarding the Market's Lease – Once they are in post	Office	Contacted and awaiting response.
3. 25.09.24	Investigate seasonal opening options for the market, to go onto next Market Committee Agenda.	Office	To postpone for Elected Market Trader Representative.
4. 25.09.24	Notify all traders (current and seasonal) of the Market Trader Representative Election Process.	Office	Informed and WhatsApp Channel created to keep traders updated on any Market related information.
5. 23.10.24	To add to next Market Agenda (November 2024) Request for permission for dog pen for a potential traders several dogs.	Office	
6. 23.10.24	To invite all traders to join the Market Traders WhatsApp channel for their market updates.	Office	All traders have been invited to join the WhatsApp Channel, several traders cannot join and will continue to receive their updates via Email.
7. 23.10.24	To investigate where to relocate traders requesting to share an additional stall on the market.	Office	To speak with all traders regarding a change of positions to prevent conflict when increasing market size.