



**Minutes of the Market Committee held in the Council Chambers, Market Hall**  
**on Wednesday 26<sup>th</sup> February 2025 at 4.30pm**

**Present:** Cllrs: N. Kenneally, D. De ste Croix, I. Edwards, S. Preston.

**In Attendance:** Town Clerk (TC) & Market Manager (MM)

**Absentees:** No Absentees.

**1190. Apologies for Absence**

No apologies received

**1191. Declaration of Interests** – To received 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 arise.

**The Chairman Suspended Standing Orders.**

**Public Open Question Time** – To receive questions from the Public.

No Members of in attendance.

**1192. To hear from the elected Market Trader Representative regarding the Market.**

MM informed the committee that the MTR has sent his apologies due to illness and in unable to provide a report at this time.

**The Chairman resumed Standing Orders**

**1193. Minutes of the Last Meeting – To sign Minutes of the Market Committee Meeting held on the 18<sup>th</sup> December 2024 & 29<sup>th</sup> January 2025.**

Councillor D. De ste Croix proposed that the Minutes of the Meeting held on the 29<sup>th</sup> January 2025 be approved. This was seconded by Councillor I. Edwards and agreed.  
( 4 For, 1 Abstention, 0 Against)

Councillor D. De ste Croix proposed that the Minutes of the Meeting held on the 18<sup>th</sup> December 2024 be approved. This was seconded by Councillor S. Preston and agreed.  
( 3 For, 2 Abstention, 0 Against)

**1194. Action Items** – To consider Matters arising from the minutes of the 29<sup>th</sup> January 2025, not already covered by the Agenda. For Information Only. (**Appendix 1**)

The Seasonal poll results are as follows:

What months would you trade at Holsworthy Market?	
All Year Round	8
Spring (March to May)	1
Summer (March to May)	1
Autumn (September to November)	1
Winter (December to February)	0

Cllr D. De ste Croix queried what the contingency plan for the market is. TC clarified that there are several contacts for backup Market Assistants if illness or annual leave occur.

**1195. Market Accounts-** To discuss the Income and Expenditure breakdown for Holsworthy Market *(Appendix 2)*

TC informed the committee that the staff such as Market Manager & Town Ranger have not been included in the expenditure of the market and gave a brief estimate of £350+ for Staff & Market Assistant time spent on the market. TC also clarified that the expenditure for the Market Assistants is being reduced with a strategic plan, whereby additional assistance is only required in the mornings after 14 stalls and in the afternoon after 18 stalls. Discussion ensued. Committee would like staff costs included in the overall market expenditure.

**1196. To receive an update from the Market Manager.**

Cllr. N. Kenneally suggested approaching Kivells to see if they would take on the market. Cllr. D. De Ste Croix raised the idea of making it a seasonal market. A discussion followed, with Cllr. D. De ste Croix emphasising the need for a positive approach, suggesting a contingency plan to relocate traders to the Memorial Hall, if fewer than four stalls were expected. Cllr N. Kenneally requested an agenda item for the next meeting to discuss the market's future and make a recommendation to Full Council. Cllr. D. De ste Croix noted the significant effort already put into the market. Cllr. S. Preston queried the market's charter, while Cllr. P. Brown requested financial data from previous years, as current figures were similar month-on-month. Further discussion ensued. Cllr. D. De ste Croix suggested reviewing the market after the summer, scheduling it for the March Market agenda and the April Full Council meeting.

**1197. To discuss and agree on advertising signage quotes and samples.**

Councillors decided to postpone the discussions on the signage and samples until further investigations are completed to research the viability of the market. Councillors also discussed the fish and meat seller at pavilion advertising as a market on a Thursday. Discussion ensued.

**Councillor N. Kenneally proposed that the discussion on signage and quotes is deferred for after next market committee meeting and be agreed. This was seconded by Cllr S. Preston and approved. (Unanimous).**

**1198. To discuss and agree an addition to the Market Traders Code of Conduct Policy regarding types of goods for sale.**

Councillors discussed this item and were referred to their previous discussion in January's Market Committee meeting whereby they received correspondence requesting a non-compete clause, at the time councillors did not want to add a non-compete to the Code of Conduct. Discussion ensued. DD felt it was not necessary to alter the code of conduct. – competition is healthy. NK, think we previously had a maximum of 2 traders selling same items but not sure where policy is. Discussion ensued. Commit felt non-compete would limit market. Committee felt that if new traders

**Councillor N. Kenneally proposed that a non-compete clause should not be added to the Code of Conduct and that no other amendments should be made. This was seconded by Councillor S. Preston and be approved. (Unanimous).**

Non-compete in this context refers to only allowing a maximum of 2 traders to sell the same products, therefore reducing competition. Therefore, the above proposal, proposes that no additional rules will be put in place to prevent market traders from selling similar or the same products.

**1199. Town Clerk’s Report.**

Nothing to add other than empty market today.

**1200. Correspondence**

Councillor N. Kenneally updated councillors on previous correspondence received.

**Councillor D. De ste Croix proposed that in view of the special or confidential nature of the following business to be transacted, it is advisable, in the public interest, that the public and press temporarily be excluded and they will be instructed to withdraw. This was seconded by Councillor S. Preston and agreed. (Unanimous)**

**1201. Close.**

Councillor N. Kenneally closed the meeting at 17:01

Signed .....

Dated .....

## Appendix 1: Action List

### **Actions from Markets on 29<sup>th</sup> January 2025**

	<b>Action</b>	<b>Who</b>	<b>Completed</b>
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	ATTC received renewed quotes RE: Signage for planters at entrances to the Town.  To discuss and agree the signage quotes – On Agenda.
2. 24.07.24	To contact the new head of estates regarding the Market's Lease – Once they are in post	Office	To review when more data has been sourced.
3. 18.12.24	Investigate the impact cancellations have on the takings of the Market and agree whether amendments should be made to the Code of Conduct to rectify this.	Committee	Currently cancellations are not impacting takings. Income is being received and will increase due to Action Item 4.
4. 18.12.24	To confirm with traders that if an empty stall is available then the pitch fee is £5 for the gazebo and can be split with another trader.	Office	To publish notice of this agreement in Market Trader's WhatsApp Group.
5. 18.12.24	To do a vote on summer & winter hours for the Market (to do by Vote)	MTR	MTR to report however, due to limited attendance currently, recommend a poll in the WhatsApp Channel.
6. 18.12.24	To review and agree Market Times in the New Year	Committee	To investigate via a poll in the WhatsApp Channel alongside Action Item 5.
7. 18.12.24	To amend the Market Barriers Sponsorship letter to include that the market is open 49 weeks of the year, weather permitting.	Office	Amended but is on Agenda to review.

Month	Expenditure Details	Amount	Income Details	Amount		Difference	Overall
Apr-24							
04.04.24	Market Assistant	£60.00	Market takings 03.04.24	£92.00			
25.04.24	Market Assistant	£60.00	Market takings 17.04.24	£66.00			
			Market takings 24.04.24	£108.00			
		<b>£120.00</b>		<b>£266.00</b>		<b>£146.00</b>	<b>£146.00</b>
May-24							
01.05.24	Market Assistant	£240.00	Market Takings (Winder)	£44.00			
01.05.24	Welding Repairs	£405.30	Market Takings 01.05.24	£139.00			
01.05.24	Ramp to container	£90.00	Market Takings 08.05.24	£110.00			
10.05.24	Market Assistant	£60.00	Market Takings 15.05.24	£86.00			
17.05.24	Market Assistant	£30.00	Market Takings 22.05.24	£55.00			
22.05.24	Market Assistant	£30.00	Market Takings 29.05.24	£57.00			
29.05.24	Market Assistant	£30.00					
29.05.24	Market Assistant	£300.00					
29.05.24	No Parking Signage	£84.00					
		<b>£1,269.30</b>		<b>£491.00</b>		<b>-£778.30</b>	<b>-£632.30</b>
Jun-24							
07.06.24	Market Assistant	£30.00	Market Takings 05.06.24	£270.00			
14.06.24	Market Assistant	£60.00	Market Takings 12.06.24	£144.00			
14.06.24	Barriers	£746.40	Market Takings 19.06.24	£98.00			
14.06.24	Jockey Wheel	£67.63	Market Takings 26.06.24	£231.00			
17.06.24	Market Assistant	£60.00					
		<b>£964.03</b>		<b>£743.00</b>		<b>-£221.03</b>	<b>-£853.33</b>
Jul-24							
05.07.24	Hardware items	£24.00	Market Takings 03.07.24	£83.00			
11.07.24	Market Assistants	£240.00	Takings 10th & 17th July	£144.00			
26.07.24	Market Barrier storage	£100.00	Market Takings 24.07.24	£84.00			
			Market Takings 31.07.24	£268.00			
		<b>£364.00</b>		<b>£579.00</b>		<b>£215.00</b>	<b>-£638.33</b>
Aug-24							
02.08.24	Market Assistants	£420.00	Market Takings 07.08.24	£93.00			
06.08.24	Market stall sides	£2,905.00	Transfer from Earmarked Res	£2,905.00			
			Market Stall Town Band	£43.00			
			Market Takings 14.08.24	£60.00			
			Market Stall Gale	£53.00			
			Market Takings 21.08.24	£84.00			
			Market Takings 28.08.24	£71.00			
		<b>£3,325.00</b>		<b>£3,309.00</b>		<b>-£16.00</b>	<b>-£654.33</b>

*Appendix Continues*

Month	Expenditure Details	Amount	Income Details	Amount		Difference	Overall
Sep-24	Market Assistants	£315.00	Market Takings 04.09.24	£102.00			
	Market Barrier storage	£100.00	Market Takings 18.09.24	£249.00			
	Electricity	£10.30	Market Takings 25.09.24	£98.00			
	Market Assistants	£180.00					
		<b>£605.30</b>		<b>£449.00</b>		<b>-£156.30</b>	<b>-£810.63</b>
Oct-24	Market Assistants	£690.00	Market Takings 02.10.24	£111.00			
	Electricity	£13.68	Market Stall - Gale	£44.00			
			Market Stall - Lindley	£44.00			
			Market Stall - Cornish Crepes	£42.00			
			Market Takings October	£172.00			
		£300.00		£253.00		<b>-£290.68</b>	<b>£1,101.31</b>
Nov-24	Market Assistants	£420.00	Market Takings 06.11.24	£159.00			
	Electricity	£18.32	Market Takings 13.11.24	£73.00			
			Market Takings 20.11.24	£38.00			
			Market Takings 27.11.24	£126.00			
		<b>£438.32</b>		<b>£413.00</b>		<b>-£25.32</b>	<b>£1,126.63</b>
Dec-24	Market Assistant (NR)	£90.00	Market Takings 04.12.24	£51.00			
	Market Assistant (NR)	£30.00	Market Takings 11.12.24	£101.50			
	Market Assistant (RR)	£180.00	Market Takings 18.12.24	£51.00			
			Market Stall Gale	£49.50			
		<b>£300</b>		<b>£253.00</b>		<b>-£47.00</b>	<b>£1,173.63</b>
Jan-25	Market Assistant (RR)	£60.00	Market Takings 15.01.25	£88.50			
	Market Assistant (RR)	£60.00	Market Takings 22.01.25	£40.00			
		<b>£120.00</b>		<b>£128.50</b>		<b>£8.50</b>	<b>£1,164.50</b>
			LOSS AS AT 30.12.23	<b>-£950.44</b>			
			LOSS AS AT 30.12.22	<b>-£1,457.64</b>			
			LOSS AS AT 30.12.21	<b>-£1,737.02</b>			
			LOSS AS AT 31.12.20	<b>-£1,942.50</b>			