



Minutes of the Market Committee held in the Council Chambers, Market Hall
on Wednesday 22nd October 2025 at 5pm.

Present : Cllrs; I. Edwards, Cllr. P. Brown, J. Hutchings.

In Attendance : Town Clerk (TC) & Market Manager (MM), Helen Quaile (TDC)

Absentees: No absentees.

1239. Apologies for absence.

Cllrs; D. De ste Croix, H. Parker.

1240. Declaration of Interests – To received declarations of personal and prejudicial interests in respect of items on this Agenda.

Councillor I. Edwards asked Councillors to declare any relevant interests as they arise.

1241. Public Open Question Time- To receive questions from the Public

No members of public were present.

The Chairman suspended the Standing Orders. (Unanimous)

1242. Presentation by Helen Quaile from Torrridge District Council

Helen Quaile, Head of Estates and Affairs at Torrridge District Council introduced herself, noting she had been in post for five months. She explained that the market charter, originally granted in 1999 and has now expired. The charter allows Holsworthy Town Council to hold weekly markets and protect the town's trading rights. With local government reorganisation, it is considered important to renew the lease to enable Holsworthy Town

Helen Quaile requested background information on the market's history and reasoning behind discussions to move it to Manor Courtyard. The Town Clerk summarised that five options were presented to councillors earlier in the year during an extraordinary meeting and it had been agreed to make the market seasonal, with the last market planned for 29th October 2025 and discussions to be held over winter for a Spring 2026 relaunch.

Councillor J. Hutchings expressed current resident and business concerns about the current market's impact on businesses and parking. However, there had been positive feedback from residents and some traders about the temporary Manor Court relocation. The site was seen as better suited for the markets size, with potential opportunities to reduce costs and the added advantage that it may become a Town Council asset under the proposed asset transfer from Torrridge District Council.

Discussions ensued. The committee discussed storing gazebos near Manor Court, access for vehicles and potentially relocating the statue to make the space more functional, though this would involve cost and permission.

Short-term plans include trialling seasonal markets in Manor Court, the square, or a grassed area of the car park. Longer-term ideas involved using Manor Court for community activities such as performances and refreshments linked to the Manor Offices.

Helen Quaile reminded the committee that existing Manor Court tenants must be considered, with attention to balancing market use and ongoing business activity.

It was agreed that Holsworthy Town Council would prepare a detailed proposal for Torridge District Council, outlining market frequency, setup and takedown procedures, timelines, alterations needed, storage, flexibility, safety considerations and possibly the costings. Further clarification was needed on whether the Manor Court area would be included in the asset transfer. Further discussion ensued. Cllr. J. Hutchings asked Helen if she can clarify why the gates are locked each night.

Helen Quaile exited the meeting at 17:14

The Chairman returned to the Standing Order. (Unanimous).

1243. Minutes of the Last Meeting – To sign the Minutes of the Market Committee meeting held on 24th September 2025.

The Committee reviewed the minutes of the meeting held on 24th September 2025. No Quorum however the committee requested to review the standing orders to understand why a quorum is required for signing the minutes.

1244. To Review the Action Items

The market committee reviewed the action items noting that Helen Quaile will investigate the Market Lease.

1245. To receive an update from the Market Manager

The market Manager has reassured market traders that Holsworthy Town Council are not closing the market and will be relaunching in Spring 2026. There will be a meeting between the Mayor, Cllr. J. Hutchings, Chairman of Markets, Cllr. I. Edwards and the traders next week. The Market Manager informed the committee that there is still interest in joining the market, however, due to a negative culture new traders have ceased trading temporarily. Councillor P. Brown suggested that an increase in the weekly offerings on the market, would assist with the promotion of the market and improve the culture.

1246. Market Accounts

The market finances include the market assistant costs but not the staff wages. Discussion ensued. It was noted that as we do not break out the costs for staff wages in other categories, why would it only be markets that we break out the hours. Further discussion ensued.

1247. Spring Market Re-launch

Councillor I. Edwards requested the current staff costs of the market to be circulated to the Market Committee. Discussion ensued. The committee briefly discussed the Market Lease.

1248. Town Clerk's report

The TC informed the committee that she will be on annual leave next week.

1249. Exchange of information

No exchange of information occurred.

1250. Close

Councillor I. Edwards closed the meeting at 17:33

Ian Edwards

22/01/2026

