



Minutes of the Market Committee held in the Council Chambers, Market Hall
on Wednesday 28th January 2026 at 5.30pm

Present : Cllrs; I. Edwards, H. Parker, D. De ste Croix, P. Brown

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

Absentees: No Absentees.

1251. Apologies for absence.

Cllrs ; J. Hutchings

1252. 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.

1253. Public Open Question Time- To receive questions from the Public

No members of public in attendance.

1254. Minutes of the Last Meeting – To sign the Minutes of the Market Committee meeting held on 24th September 2025 & 22nd October 2025.

The committee reviewed the Market Committee meeting minutes held on 24th September 2025 and 22nd October 2025.

Councillor D. De ste Croix proposed that the minutes of the committee meeting held on 24th September be signed as a true record. This was seconded by Councillor H. Parker and approved. (Unanimous).

Councillor H. Parker proposed that the minutes of the committee meeting held on 22nd October be signed as a true record. This was seconded by Councillor D. De ste Croix and approved. (Unanimous).

Cllr. P. Brown entered the meeting at 17:34

1255. To Review the Action Items

The committee reviewed the action items and noted the Market pitch fees.

1256. To receive an update from the Market Manager

- Both additional markets scheduled for 10th & 17th December were cancelled due to insufficient trader attendance and unsuitable weather. A significant number of traders withdrew at short notice as a result of illness, which made it unviable to proceed on both dates.

- Following the informal meeting held by Cllrs I. Edwards & J. Hutchings, the traders held a successful weekly market at Holsworthy Memorial Hall.
- To date, I have not received any further correspondence from traders regarding the relaunch of the market.
- As HTC were unable to hold the two markets in December, some traders have remaining balances from their bulk payments. If a trader requests a refund, how would you like me to proceed to ensure I am prepared.
The market committee discussed the options and noted any funds remaining can be used toward their pitch fees when the market relaunches and noted that if traders request a refund to ensure their remaining balances are refunded.
- I would also like to note that the Market will continue to incur regular expenses during its temporary closure due to the electricity standing charge fees.

1257. Market Accounts – To discuss the Income & Expenditure for Holsworthy Market

The Committee reviewed the Markets' Finances and requested that the electricity fees from December be allocated to the Christmas expenditure due to the Christmas lights.

1258. To discuss and agree the proposal for the use of the Manor Courtyard to be submitted to Torridge District Council for approval.

The TC provided the committee with a draft proposal. The committee reviewed the proposal and made amendments. The committee requested to add 'Market to be financially stable' as an objective. Discussion ensued.

Councillor H. Parker proposed to agree and submit the proposal for the use of the Manor Courtyard to Torridge District Council with amendments and be approved. This was seconded by Councillor D. De ste Croix and agreed. (Unanimous)

1259. To discuss and agree the Market Re-launch.

Councillor D. De ste Croix suggested pausing the relaunch due to varying factors such as possible relocation and permissions, time restraints which prevent it being reopened by Easter 2026, staffing levels and actively pursuing and embracing a fresh look market. The committee discussed rebranding the market and its re-launch. The committee briefly discussed a suggested press release. The committee endeavour to work with other markets, alter the pricing structure and improve the overall outlook of the market.

Councillor D. De ste Croix proposed that HTC defer the re-launch of market until further notice due to, possible relocation & permissions, staffing levels and in the process of revamping for a new style market. This was seconded by Councillor P. Brown and agreed. (Unanimous).

1260. Town Clerk's report

The Town Clerk had no additional items to report to the committee.



1261. Exchange of information

Cllr D. De ste Croix requested that if meetings are being held with traders, that all Market committee members are invited to prevent exclusion and added that it felt rude and inappropriate.

1262. Close

Councillor I. Edwards closed the meeting at 18:29

Date 25/2/26

Signed 

MR1