

**MINUTES OF MARKET'S COMMITTEE MEETING HELD ON  
Wednesday, 20<sup>th</sup> July 2011 at 7.00 p.m. in Suite B, Council Offices, Holsworthy**

**Present:** Present: Cllrs. Ede, Johns (Chair), Brooks, Howrihane (Minute Taker)  
Mr. Bill Law – Market Manager  
Mr. Jeremy Morgan – J Morgan & Co.

**135. Apologies**

Town Clerk, Cllrs. Smith, Parker, Buckingham

**136. Declaration of Interests**

The Chairman asked Members to declare their interests in items on the Agenda as and when they arise.

In light of Mr. Morgan being invited to attend the meeting it was agreed that the order of proceedings should be changed to permit Mr. Morgan to make representations.

**137. To Discuss, with Mr. Jeremy Morgan, Transportation and Storage of Market Stalls**

Cllr. Johns proposed the Meeting come out of Standing Orders to permit Mr. Morgan to contribute to the discussions regarding the possibility of storing Market stalls at his yard and the use of a trailer and unit to transport the stalls to the Square. Cllr. Ede seconded the proposal which was agreed. (Vote 4 For. 0 Against. 0 Abstentions). Mr. Morgan explained the trailer would need to undergo 6 weekly checks, it could be stored at the J Morgan yard at Dobles Lane Industrial Estate. He would be prepared to sell the trailer, with a new annual test, to the Council at a cost of £2000. As the Market Manager drives for J Morgan, Mr Morgan would permit him to loan a unit to tow the trailer back and forth to the Square on Market days at a cost of £1.60 / km. The Market Manager has keys / access to the yard. Alternatively the trailer could be rented from J Morgan, however Mr. Morgan had not decided on a potential rental amount. The cost of the 6 weekly check at 2 hours labour would be approximately £50-£60. The annual test is conducted at a Plymouth test station and is likely to cost between £200 - £300 this would include the cost of the test (£50) plus half a days labour and the diesel. Wear and tear on the trailer is likely to be limited however the Council should make provision for maintenance costs, e.g. £130 per tyre. Mr. Morgan confirmed the proposed trailer had capacity to carry more stalls if needed (13.5 tonne) and at a 30" bed height, it would be easy to load and unload. Mr. Morgan stated the trailer would have a ongoing sale value should the Council decide to sell it in the future, e.g. farmers. The Members agreed the current storage arrangements may not be available in the future and that it was prudent to consider an alternative. Mr. Morgan can be contacted on 01409 211423. Cllr. Johns thanked Mr. Morgan for attending and the Committee agreed that the proposal should be considered at the next full Council meeting. Cllr Johns proposed that the proposal should be included in the agenda for the next full Council meeting to recommend purchase of a flatbed trailer from J Morgan which will be used to store and transport market stalls. Cllr Ede seconded the proposal which was agreed. (Vote 4 For. 0 Against. 0 Abstentions).

**138. Minutes of last Meeting**

Cllr. Johns proposed that as the Minutes had been ratified at a Meeting of the full Council, the Minutes of the previous Meeting held on 8<sup>th</sup> June, 2011 be signed as a true record. Cllr. Ede seconded the proposal which was agreed. (Vote 4 For. 0 Against. 0 Abstentions).

**139. Matters arising  
Themed market**

The Market Manager confirmed the weather had been poor and there had been complaints about the stage being extended at the front. Next year the 12 – 18' of catwalk at the front of the state should be removed until after the market so it does not interfere with the stalls. Cllr. Johns indicated the final sum of money raised was not known yet. It was reported that the Park and Ride had not been utilised and despite signage being placed at the Golf Club and notices in the press, very few people had used the provision. Cllr. Howrihane believed that additional signage was needed at the entrances to both Manor Car Park and Well Park Car Park to direct visitors to the Park and Ride. It was agreed that next year additional directional signage will be placed at strategic locations to encourage greater use of the Park and Ride. A discussion followed regarding next year's theme for St Peters Fair Market and a Medieval theme was agreed. It was felt the themed markets were well received by many locals and visitors and that much could be done to further its future success. Ideas were considered such as fancy dress competitions for Adults as well as Children, Retailers and Market Stall Traders, involving the schools to make use of the historical context, Ruby Country for advertising and linking to partner organisations, craft stalls and demonstrations, Jousting etc. This will take much early planning. The benefitting Charity will be considered at a future meeting.

### Market Survey

Cllr. Howrihane reported her findings on investigating a Market Survey pack which had been provided at the previous meeting. It was decided to carry this to the next meeting when letters would be sent to the respective organisations to request volunteers. Cllr. Howrihane stated at least 8 volunteers would be needed to carry out very specific instructions in order to carry out the survey correctly and that they would need to report to a Survey Leader who would co-ordinate the activity and collect the data.

### 140. Market Accounts - To receive the Income and Expenditure breakdown for Holsworthy Market for the month of June

The income and expenditure breakdown, were circulated with the Agenda, they form part of these Minutes.

DATE	MARKET TAKINGS	MANAGEMENT FEE	OTHER EXPENSES	NET PROFIT	Reason for Expense/Takings
<b>Jun-11</b>					
01.06.11	£449.47	£275.00		£174.47	
08.06.11	£355.99	£275.00		£80.99	
15.06.11	£447.65	£275.00		£172.65	
22.06.11	£396.79	£275.00		£121.79	
29.06.11	£420.99	£275.00		£145.99	
			-£5.00	-£5.00	Use of table from Hospice
					Furniture Shop - all stalls in use
				-£275.25	Market Storage
	<b>£2,070.89</b>	<b>£1,375.00</b>	<b>-£5.00</b>	<b>£415.64</b>	

The Members reviewed accounts for June 2011. No problems identified and accounts still in profit.

### 141. New/Amended Application – to assess new and amended Market Trader applications.

No new applications. One new application expected to be presented at next meeting.

### 142. To Discuss Any Other Matters Relating to the Market. Continental market

Marche de France was well received and the traders were very positive. Consideration was given to another continental market and to include a Farmers Market at the same time nearer to Christmas. A list of farmers market traders is available. Preferred date for next continental market is Friday 16<sup>th</sup> December, if this is not available then alternative could be 18<sup>th</sup> November. Town Clerk to write to Marche de France and ask for their availability. Cllr. Howrihane related negative comments from current local traders as to lack of stall / pitch fees being taken from continental market. It was agreed that in future pitch / stall fee will be £9.61 per stall to help cover the costs.

### Market Signage

The Market Manager requested improved signage for the Wednesday Market to include information on stalls on their location in the square. Market Manager will liaise with Town Clerk to arrange this.

### Marketing

Town Clerk to discuss with North Devon Journal and Holsworthy Post the proposal that it runs a weekly Holsworthy market article on each trader to promote the market. Cllr. Howrihane stated the North Devon Journal had run similar articles on traders at Barnstaple Pannier Market and this had generated a significant improvement in sales for those traders featured and had clearly increased visitors and interest in the market.

### Invitation from Geoffrey Cox MP

Cllr. Johns reported that on the 3<sup>rd</sup> August 2011 at 10.30 a.m. to 12.30 p.m. Geoffrey Cox MP had invited Members to meet Martin Prisk Minister for Economy. Town clerk to email Members to invite their attendance at the meeting which will take place at The Bedford Hotel in Tavistock.

**143. Town Clerk's Report**

No report

**144. Close**

Cllr. Johns closed the Meeting at 9.00 p.m.

**Signed** .....

**Dated** .....