



All members of the **Market Committee** are hereby summoned to attend a meeting of the  
**Market Committee**  
to be held on **Wednesday 10 May 2017 commencing at 2.00pm**  
at **Cullompton Town Hall**

*Judy Morris*

**Signed: Mrs Judy Morris, Town Clerk**  
**Date: 3 May 2017**

## **AGENDA**

**Members of the public are very welcome to attend this meeting.**

**Membership:** Councillors: Eileen Andrews and Iain Emmett  
Dorothy Anderson (Cullompton Farmers Market) and Jonathon Baker (Cullompton Street Market)

**PUBLIC QUESTION TIME: 15 minutes is set aside at the beginning of the meeting to enable members of the public to bring issues relevant to the Committee to the attention of Councillors. Up to 3 minutes is allowed for each question.**

**It may not be possible to reply and the question may only be noted. The question will be recorded.**

- 1. Apologies:** To receive apologies for absence.
- 2. Declarations of Interest:** To receive declarations of Interest.
- 3. Public question time:** To receive questions from members of the public.
- 4. Minutes:** To approve the minutes of the previous meetings held on 15 March 2017 (Appendix A).
- 5. Market Development initiative:** To receive report.
- 6. Finance:** To review Income & Expenditure (Appendix B).
- 7. Street Market:** Update report.

8. **Farmers Market:** Update report.
9. **Any other market matters.**
10. **To agree date and time of next meeting.**

**In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.**



# MINUTES

of the

## Market Committee meeting

held on

**Wednesday 15 March 2017 commencing at 2.00pm**

**at Cullompton Town Hall**

**PRESENT:** Cllr Eileen Andrews (in the chair), Cllr James Buczkowski, Cllr Iain Emmett, Dorothy Anderson (Farmers' Market) and Jonathan Baker (Street Market).

Judy Morris (Town Clerk)

Also in attendance: Naomi Lihou and Paul Gear (Market Development Group)

**95. Apologies:** None

**96. Declarations of Interest:** Jonathan Baker declared a pecuniary interest in respect of Item No. 99 as he is a member of the Market Development Group.

**97. Public question time:** None

**98. Minutes:** The minutes of the previous meetings held on 7 December 2016 and 8 February 2017 were approved and signed as a correct record after amending Item 63. final para to read "*£2,500 to be paid in 6 monthly instalments of £416.67, on receipt of invoice.*" Proposed Cllr Iain Emmett, seconded Eileen Andrews.

**99. Market Development Initiative: to receive report:** Written report circulated to all those present and discussed. The Group explained that they wanted to develop the market in a sustained way. It was suggested that they looked at ways to measure any increase in customer numbers/footfall.

Cllr Eileen Andrews offered to circulate market stall forms to the traders that will be attending the Festival Market.

*Naomi Lihou and Paul Gear left the meeting.*

**100. Finance:** The Income & Expenditure report was noted.

**101. Market: To receive update report and agree any actions required including:**

- (i) Charge for electricity:** Clerk reported that meter had not yet been installed, hope to have this done before the SpringFest market on 8 April. A provisional charge of £3.00 per pitch for electricity was agreed. To be reviewed once power usage costs are known. Press release to be issued when the power supply is available to market traders.

PAT Testing has been completed but only the cables with domestic plug tops have been tested. Arrange for other cables to be tested.

- (ii) Signage:** Needs amending as currently reads “last Saturday”, should read “4<sup>th</sup> Saturday”. Town Council will look at amending the signs. Discussion about additional signage, consider erecting a sign on the side of the bus shelter. It was suggested that the Development Group drafts a proposal for additional signing and bring to the next meeting.

**102. Farmers Market:** 5<sup>th</sup> Saturday market in Tesco car park. Considering paying a part-time manager to take the pressure off volunteers.

- (i) Erection of gazebos:** The garage used to store the gazebos is not water tight, MDDC has offered to repair in the near future. Suggestion that the gazebos are kept in the Farmers Market trailer but the Town Council would also like to use this to water the hanging baskets etc. during the summer months.

**103. Any other market matters:** None

**104. Date for the next meeting:** Wednesday 10 May 2017 at 2pm

Chairman's signature:

Date:

## APPENDIX B

### CULLOMPTON TOWN COUNCIL

#### CULLOMPTON MARKET INCOME & EXPENDITURE 1 APRIL 2016 - 31 March 2017

<b>BALANCE FORWARD 2015/16</b>		<b>11001.63</b>
<b>INCOME</b>		
Market income 1 April -3 March 2017		2764.00
TAP Fund grant		1500.00
DCC Locality Grant		500.00
Donation from Farmers Market for power supply		100.00
Insurance		8.00
		<b>15873.63</b>
<b>EXPENSES</b>		
Contribution towards erection of gazebos	1475.00	
Busker	50.00	
Premises Licence	35.00	
Advertising	60.00	
Market expenses	197.78	
Insurance	70.00	
Western Power (electric connection)	1718.54	
Pillar for electricity supply	1960.00	
Advert for tender contract	117.60	
Market development expenses payment	916.50	
	6600.42	6600.42
Balance to carry forward to 2017/18		<b>9273.21</b>

NOTE: Market tender £1583.50 to pay

