



All members of the **Market Committee** are hereby summoned to attend a meeting of the
Market Committee
to be held on **Wednesday 7 February commencing at 2.30pm**
at **Cullompton Town Hall**

Judy Morris

Signed: Mrs Judy Morris, Town Clerk
Date: 31 January 2018

AGENDA

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

Membership: Councillors: Eileen Andrews, James Buczkowski, and Iain Emmett
Dorothy Anderson (Cullompton Farmers 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 present at the meeting.
4. **Minutes:** To approve the minutes of the previous meeting held on 15 November 2017 (Appendix A).
5. **Finance:**
 - (i) To review Income & Expenditure account (Appendix B).
 - (ii) To receive details of month-by-month market stall income comparison (Appendix C).

6. **Street Market**
 - (i) To receive update report.
 - (ii) To receive confirmation that new gazebos have been received.
7. **Farmers Market:** Update report.
8. **Any other market matters.**
9. **To agree date and time of next meeting as Wednesday 4 April at 2.30pm**

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 November 2017 commencing at 2.00pm

at Cullompton Town Hall

PRESENT: Cllr Eileen Andrews (in the chair), Cllr Iain Emmett, Cllr James Buczkowski, Dorothy Anderson (Farmers' Market)

Judy Morris (Town Clerk)

1. **Apologies:** Naomi Lihou (Street Market).
2. **Declarations of Interest:** None.
3. **Public question time:** None
4. **Minutes:** The Minutes of the previous meeting held on 27 September 2017 were approved and signed as a correct record. Proposed Cllr Iain Emmett, seconded Cllr James Buczkowski.
4. **Finance: To review Income & Expenditure:** The Income and Expenditure report was discussed and noted. Proposed Cllr James Buczkowski, seconded Cllr Eileen Andrews.

NOTE: Clerk to produce an month-by-month income comparison for the next meeting.

5. **Street Market**
 - (i) **To receive update report:** Clerk reported that the average number of stalls is increasing, hope to have a new cider stall next week, however the book stall will not be coming again as they are not selling anything.

Concern from one stall holder about others leaving early. It was suggested that the Council changes the times and the market closes at 1pm instead of 2pm. Clerk to consult stallholders to find out their views and bring a report to the next meeting.

- (ii) **To consider estimates for replacement gazebos and agree way forward:** Report with comparison costs for different makes of gazebo has been circulated and was discussed. The Council staff had been very impressed with one particular design which is very sturdy but a lot easier to erect than the Council's present stalls.

The Council's existing stalls are green and it was felt that these blend into the surrounding too well and that a striped design would make the market stalls more noticeable.

RESOLVED: That the Council purchases 4 no. green and white market stalls from Instant Marquees at a cost of £700 (plus VAT) per marquee, to include side panels, to supplement the Council's existing stock of marquees which are now just over five years old and starting to look "tatty".

6. **Farmers Market: Update report:** Dorothy Anderson reported that the market will have been running for 20 years in June 2018 and the Committee are considering holding a "birthday market" in Forge Way car park on Saturday 30 June 2018, which will be the same date as the Cullompton Festival market. It was considered important that the two work together as one could compliment the other.
7. **Developing a strategy for the town's markets: How to get started:** Discussion about a way forward, it was agreed that as there is the potential for a lot of changes which could impact on the market that the development of a strategy is put on hold for the time being.
8. **Any other market matters:** None.
9. **To agree date and time of next meeting:** Wednesday 7 February 2018 at 2pm

Chairman's signature:

Date:

APPENDIX B**CULLOMPTON TOWN COUNCIL****CULLOMPTON MARKET INCOME & EXPENDITURE 1 APRIL 2017 - 31 DECEMBER 2017**

| | | |
|--|----------------|-----------------|
| BALANCE FORWARD 2016/17 | | 9273.21 |
| | | |
| INCOME | | |
| Market stall income 1 April - 30 Dec | | 2345.00 |
| Insurance | | 22.00 |
| Contribution to Premises Licence | | 35.00 |
| Christmas Market | | 160.00 |
| Electricity | | 162.00 |
| | | 11997.21 |
| | | |
| EXPENSES | | |
| Contribution towards erection of gazebos | 1100.00 | |
| Premises Licence | 70.00 | |
| Advertising | 50.00 | |
| Market expenses | 7.75 | |
| Market development consultancy | 2083.35 | |
| Laser Creations (labels for meter box) | 24.00 | |
| Insurance | 75.00 | |
| Scottish Power (electricity) | 133.31 | |
| Cables covers | 58.68 | |
| "Care cable" signs | 55.96 | |
| Buskers | 120.00 | |
| Labdons | 14.97 | |
| | 3793.02 | 3792.03 |
| | | |
| Balance | | 8205.18 |
| | | |

CULLOMPTON STREET MARKET**Income from 1 April 2017**

| Street Market | |
|----------------------------------|----------------|
| April | 250.00 |
| May | 230.00 |
| June | 285.00 |
| July | 260.00 |
| August | 270.00 |
| September | 270.00 |
| October | 220.00 |
| November | 260.00 |
| December | 300.00 |
| | 2345.00 |
| | |
| | |
| Christmas Festival | 160.00 |
| Insurance | 22.00 |
| Contribution to Premises Licence | 35.00 |
| Electricity | 162.00 |
| | 2724.00 |

