

DOWNHAM MARKET TOWN COUNCIL MARKETS STRATEGY GROUP
NOTES OF MEETING HELD MONDAY 10th AUGUST 2020 AT 9:00AM

Due to the Covid-19 Coronavirus Pandemic this meeting was held remotely by way of zoom videotelephony system.

‘To research, develop and promote the Markets being mindful of their historic evolution’

	Present: Cllrs Woodmin, Horne, Westrop, Hendry, Sharman, Pickering, McKee & Hayes Town Clerk E Oliver Deputy Town Clerk Richard Davidson	
1	<u>To receive Members apologies</u> Cllrs Lightfoot, Groom, Bulley.	
2	<u>To receive any declarations of Interest</u> There were no such declarations	
3	<u>Agree the notes of the Market Strategy Meetings 27/2/20 & 3/8/20</u> Not yet circulated so deferred to next meeting:	
4	<u>Review of Market Operation held on Friday 07th and Saturday 08th August 2020</u> Cllr Woodmin wished to focus on item 4 so there was minimal discussion under this item.	
5	<ul style="list-style-type: none"> • <u>Discuss & agree the new licence and regulations</u> <p>It was reported the draft document has been circulated and some comments have been received by email. Cllr Pickering outlined the changes Cllrs suggested and Cllrs discussed how the document could be amended.</p> <ul style="list-style-type: none"> • Cllrs agreed to receive retrospective payment (only from ad hoc traders) by 5pm on the trading day. • Charity stalls for distribution of leaflets – clarity to be added that these can be placed around the market not necessarily on the market – issue raised about trading times and impact on risk assessment. Charities wishing to book a market pitch will be charged at the going rate. • Penalties for non-compliance – Cllrs agreed that transparency and equal treatment needs to be demonstrated with the framework and in the application of “Council discretion”. Terms of Reference for an appeals process were discussed with a separation of roles between the Clerk and her deputy as ‘Market Manager’. • Cancellation of market – do traders still pay? It was agreed that payment would not be due if it was the Councils decision. • Trading days (Christmas/Bank Hols/special Clock Square events) – need to clarify the exceptions to normal trading. • Sickness absence certification. 	

	<ul style="list-style-type: none"> • Catchment area priorities with consideration of DMTC Environmental Policy. • Trader behaviour including alcohol consumption. • Charging structure – currently, special arrangements and under new licence agreement • Cllr Hayes reported Brian Long at the Borough was supportive of how we've handled the market over the last weeks and it was good to have support that our decisions were right. • 7 days consultation period starting on Weds 12/8/20, inviting emails for comments. Ratification by Full Council (from 19/8/20) plus 28 days to terminate old and offer new licences. Possible implementation date 1st October. 	
6	<p><u>To discuss Trader Meeting on 12th August</u></p> <p>The following were discussed:</p> <ul style="list-style-type: none"> • We need to address misinformation and the rumours that seemingly are coming from the traders. This is having an impact this is having on the market and visitor numbers • Licence consultation process will run as advertised without detailed discussion at the meeting. • How the Zoom meeting will run, i.e everyone on mute as per every other meeting. • Concerns about early dismantling of stalls. Clarification is needed that trading should continue to 3pm and that traders must be ready to trade from 8am. Barriers will be put in place at 8am. • Reiterate that licences are personal and can't be sub-let or passed on to anyone else. • Reminder about trading outside the boundaries of the market and discouraging customers from coming to the market, and to avoid cars pulling up. • Address perceived regarding the disparity between Clock and TH Market barrier arrangements • Suggest traders might like to provide vinyl banners to hang on the barriers • Address social media comments 	
7	<p><u>To agree any future actions</u></p> <p>As above.</p>	
8	<p>Date of next meeting: 17 August 2020</p>	
	<p>SIGNED</p>	<p>DATE</p>