



Swaffham Town Council

Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Telephone 01760 722922

www.swaffhamtowncouncil.gov.uk



PLEASE REPLY TO: Claire Smith, Deputy Town Clerk email: deputyclerk@swaffhamtowncouncil.gov.uk

Swaffham Town Council Market Committee

You are hereby summoned to a meeting of the **Market Committee** on **Monday 16th August 2021** at **6.30pm** in the Council Chamber. Please note the public are able to attend, but due to covid 19 social distancing measures, places will be restricted to the first 8 attendees. This is in line with the capacity able to be accommodated by the room and exceeds the usual attendance at previous meetings.

N.B. In case of non-members this agenda is for information only.

Richard Bishop
Town Clerk

For information the Committee members are as follows: -

Councillors: J Skinner, L Beech, S Bell, W Bensley, P Darby, C Houghton, S Matthews

Non-Councillors: F Eagle, H Eagle, L Martin, D Smith, P Cross/H Robinson, Mr D Finnis

Summons issued 9th August 2021

AGENDA

1. **To receive apologies for absence**

2. **To receive declarations of interest for items included on the Agenda**

To adjourn the meeting to allow any traders or members of the public to address the Market Committee in a **PUBLIC OPEN FORUM** (Maximum of 15 minutes)

3. **** To receive and agree the Minutes:** Market Committee 21st June 2021

4. **To report on outstanding actions agreed at previous meetings not covered in the agenda.**

5. **To receive and consider a report from the Town Clerk regarding Market issues *with input from the Market Superintendent:***

5.1. General Market report – update on the new contracts and pitches

6. **To receive and consider reports from Market Trader Representatives**

6.1. Saturday Market

6.2. Auction

6.3. Friday market

6.4. Poultry Auction

7. **To receive an update on the Christmas Market event**
8. **To receive an update regarding the Toilet facilities and consider options**
9. **To consider a request from Tesco to hold regular monthly craft markets and a Christmas event in the Tesco car park.**
10. **To receive and consider late or urgent matters at the Chairman's discretion, *not included elsewhere on the agenda (prior notice must be given)***
11. **To agree a date for next meeting and items for a future agenda: Monday 20th September 2021 in the Town Hall**

** indicates further information has been circulated with the agenda