



# Swaffham Town Council

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**PLEASE REPLY TO:** Claire Smith, Deputy Town Clerk email: [deputyclerk@swaffhamtowncouncil.gov.uk](mailto:deputyclerk@swaffhamtowncouncil.gov.uk)

## Swaffham Town Council – Market Committee

You are hereby summoned to a meeting of the **Market Committee** on **Monday, 15th April 2019** at **6.30pm** in the Council Chamber, Town Hall, Swaffham.

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

*R. Busker P.P*

Claire Smith  
**Deputy Town Clerk**

**For information the Committee members are as follows: -**

**Councillors:** S Lister (Chairman), C Houghton, J Skinner, A Thorp, T Jennison, R Bartram, S Matthews.

**Substitute Councillors:** - W Bensley, P Darby

**Market Traders:** D Smith (vice chairman), H Robinson, E Ratcliffe

**Voting Representatives:** Friday Market - Mr H Eagle, Poultry Auction - Mr F Eagle

Summons issued 9<sup>th</sup> April 2019

### 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 & TRADERS OPEN FORUM** (Maximum of 15 minutes)

3. **To receive and agree the Minutes:** Monday 18<sup>th</sup> February 2019.
4. **To receive and consider a report from the Deputy Town Clerk regarding Market issues with input from the Market Superintendent:**
  - 4.1. New Casual Trader applications
  - 4.2. New Regular Traders applications
  - 4.3. Alterations to Regular Trader Licences including reviewing the administration charge.
  - 4.4. To consider remeasuring the pitches frontage and depth.
  - 4.5. To consider the procedure or policy on windy weather.
5. **New Market Town Initiative Stalls**
  - 5.1. To receive an update on the project.
6. **Events**
  - 6.1. Sheep Fair - Update
  - 6.2. Dads Army Day - Update
7. **To receive reports as follows:**
  - 7.1. Saturday Market Representatives
  - 7.2. Friday Market Representative
  - 7.3. Poultry Auction Representative

- 8. To discuss any Market related items for information only**
- 9. To agree date for next meeting: Monday, 17<sup>th</sup> June 2019**