

Swaffham Town Council

Minutes of the **Market Committee** meeting held on **Monday, 18th December 2017** at **6.30pm** in the Council Chamber, Town Hall Swaffham.

Present: Mr D Smith (In the Chair)

Councillors: Mr R Bartram, Mrs T Jennison, Mrs A Thorp (from 6.55pm), Mrs J Skinner, Mr P Darby, Mrs S Matthews

Market Trader Reps: Mr E Ratcliffe
Poultry Auction Rep: Mr F Eagle (from 6.55pm)
Friday Market Rep: Mr H Eagle
Market Superintendent: Mr C Green

Deputy Town Clerk: Mrs C Smith
Admin Assistant: Mrs H Duggan

Public 0

1 Apologies for Absence

1.1. Cllr S Lister – family commitments

2 Declarations of Interest

2.1. There were no declarations of interest. Mr Smith wanted it recorded that he had investigated the possibility of a personal interest in the request from Mr Martin regarding moving pitches and he was satisfied that there was no conflict of interest on his part.

The meeting was adjourned at 6.31 p.m. for public participation

The meeting was resumed at 6.32 p.m.

3 Minutes of the previous Market committee

3.1. An amendment to the minutes of 16th October 2017 was recorded: Mr H Eagle was representing the Friday market and Mr F Eagle was representing the Poultry Auction. The minutes of 16th October 2017 were then agreed and signed as an accurate record of the meeting.

4 Report from the Deputy Clerk

4.1. Changes to Market Licences:

Mr Ward CE 6-7 (plant stall) Resignation - the Mayor will be presenting a certificate to Mr Ward at his final market on 23rd December. There was an article in the Watton and Swaffham Times about his family's long connection with the market and the Market Committee wished him well in his retirement.

Bloomsbury Bakers CE3 (bread) change of licensee to Mr Lewis Newton - Mr Newton took over the running of this pitch some time ago. Bloomsbury have confirmed in writing that they have passed the pitch to Mr Lewis and that the deposit has also been transferred to him.

Fresh cut flower stall – there has been a late enquiry regarding a new fresh cut flower and plant stall for the market. An application was due into the office shortly with an early 2018 start date.

4.2. New Casual Traders

Bella's Beds (dog beds, pet food, feeders, garden ornaments)
VacMarc (vacuum cleaner spares)

Initials: _____

Beaufort Bars (barista coffee, teas, cold drinks, smoothies)
Baked with Love (cakes, home-made cake products)
Shoes (attendance up to Christmas only)

Bella's Beds, Vac Marc and Baked with Love will all be approached to be signed up as regular traders.

Beaufort Bars hope to start next week as a casual.

The shoe stall would only be here until Christmas when they will go back to their usual pitch at Sheringham.

Mr Smith mentioned a possible new stall selling all things smoking related, possibly requiring a 20 foot pitch. The Market Superintendent advised that any new stalls of that size would be placed on the East Side rather than the Central Market Place.

4.3. Layout of Market:

To consider a letter from Mr L Martin regarding moving his stall. (correspondence and plan of market attached for information)

Mr Smith read out a letter from Mr Martin requesting consideration of a request to move his pitch to that previously occupied by Wards nurseries and Mr Goodbody – see Appendix 1.

Cllr Jennison said Mr Martin had been a long time trader, he was planning on employing 2 more staff and was removing the lorry and so increasing size and revenue for the Council. Cllr Jennison was in favour of the request.

The Market Superintendent raised a concern that the depth of the new stall was not mentioned. Mr Martin advised he wished to trade both sides of the pitch however had not mentioned the width required to do this.

Cllr Bartram said he did not see a problem with the request and was in favour of a walkway through the middle of the market as quoted.

Cllr Darby raised the fact that Mr Whitcombe was currently in the pitch and enquired as to what his thoughts were on this request, as Mr Martin was essentially asking for the pitch that Mr Whitcombe had been given approval for in October 2017.

The Deputy Clerk advised that the Market Superintendent had been tasked with speaking to Mr Whitcombe about the initial letter for Mr Martin. His response was that Mr Whitcombe had been very reserved about his response and was reluctant to raise any objections. The Deputy Clerk highlighted that the Market Committee had a duty of care to ensure that traders with an approved Licence were not compromised.

Mr Ratcliffe was of the opinion that Mr Martin had approached the situation very delicately and had gone about the process correctly; he felt the Market Committee needed to embrace good ideas to benefit the market.

Mr H Eagle noted that Icen would like a space at the foot of the Assembly Rooms steps and would be willing to pay for a pitch, even to help keep that area clear.

6.55pm – The Committee agreed to suspend Standing Orders to allow Mr Martin to be asked about the depth of his proposed pitch.

Mr Martin confirmed that without his lorry he would not be asking for additional width; the current allowance of 15ft would allow him to serve both sides of the pitch. He confirmed he would not be serving onto the pavement end.

6.56pm – Standing orders were reinstated and the meeting continued.

Cllr Jennison proposed that Mr Martin's request be approved and he be allowed to move his pitch and increase his pitch size. this was seconded by Cllr Skinner and the proposal was put to a vote.

It was agreed, by a majority decision 8-1, to allow Mr Martin to move his pitch and increase the size to 40ft with effect from January 2018.

Cllr Matthews wanted it recorded that this was not the way matters should be conducted. Traders should not declare what they intend to do. Matters relating to licences, pitch locations etc should in the first instance come before the Market Committee for discussion and approval before any discussions are held with other market traders.

The Deputy Clerk concurred with Cllr Mathews and stated that the way this plan had been brought about with traders negotiating their own pitches was not ideal and has caused a certain amount of disquiet. Market Representatives were asked to remind all traders to approach the office in the first instance, if they would like to make changes to their licences.

5 Xmas Lights

5.1. To discuss the event and note meeting arranged for 9th January 2018.

There has been good feedback about the event with traders already enquiring about next year. The suggested date for next year Sunday 2nd December.

There will be a meeting on 9th January to discuss the funding of the lights for next year.

A separate meeting will be arranged to discuss the event itself.

6 Sheep Fair

6.1. To discuss the arrangements for the sheep fair

The idea of the sheep fair received support in the Town Council meeting.

Mr F Eagle updated the Committee on the progress to date and suggestions being considered for the event.

A number of actions were discussed and agreed as follows:

Cllr Matthews to approach St Peter & St Paul Church with the possibility of opening the church for the event, with wool spinning and displays.

The office to book the Town Crier for the event

Cllr Matthews and Cllr Darby to join the working group representing Breckland District Council.

The working group to continue with:

- **The Deputy Clerk & Office Administrator**
- **Mr Fabian Eagle**
- **Swaffham Town Council - Cllrs Lister & Houghton**
- **Breckland District Council – Cllr Matthews & Darby**
- **Norfolk County Council – Cllr Colman**
- **Ad Hoc representatives when required**

Cllr Thorp to engage Swaffham Museum with a view to participating in the event.

7 Market Reports

7.1. Saturday Market - Mr D Smith

Highlighted the allowance of four Market Representatives for the Market Committee. Mrs D Iannou was appointed in August 2017 however had failed to attend either the Market or a Market committee meeting since. It was proposed that Mrs Iannou be removed as a Market Committee Representative and the vacancy advertised.

It was agreed to remove Mrs Iannou as a Market Committee Representative and to advertise the vacancy amongst the current Regular Licenced traders.

Cllr Bartram reported two second hand comments he had received regarding two separate incidents where pedestrians had reportedly fallen on the market due to the icy conditions

and he called for more gritting by the Market Superintendent to avoid such incidents and possible Health & Safety issues arising in future.

The Market Superintendent advised he was aware of the incidents in question however the circumstances were different than that quoted to Cllr Bartram.

The Market Superintendent explained he had spread some grit on the main public walkways before 7a.m that morning. The two incidents occurred where two members of the public had tried to take a shortcut walk between stalls and one had fallen due to ice and the other had fallen over a barrier they were trying to move without approval.

7.2. Friday Market – Mr H Eagle

Mr Eagle advised that the Friday market continued to be oversubscribed which is very positive. Mr Eagle was involved in a recent meeting with the Town Clerk, Deputy Town Clerk and Watton Town Council looking at ways to improve the markets in both towns. A suggestion being investigated is the possibility of purchasing ready made stalls that could be offered to first time traders as an incentive to try trading without the cost of purchasing gazebos, tables etc. The costing is being investigated before a proposal can be put before the Market Committee.

7.3. Poultry Auction – Mr F Eagle

The final sale of the year is planned for Saturday 23rd December 2017. The Poultry Auction will reopen on 3rd February 2018.

Mr Eagle wanted it recorded that the current habit of saying Swaffham Market was fighting a decline was adversely affecting the market and promoting a negative image.

The Committee and traders should be encouraged to promote the market as going through a positive 'Transitional period' as it develops into a niche market offering high end products This would endorse a positive feeling for the market and its future.

The Market Committee were in full agreement with this sentiment.

8 Market Related Items for information only

- 8.1. To note the Mayor and Market Superintendent will be going around the market greeting traders on 23rd December.

9 Date for next meeting

- 9.1. Monday 19th February 2018 at 6.30pm

The meeting closed at 20.05 pm

Chairman

Initials: _____

Lee Martin
Norfolk Produce
Sheeps Hill Farm
Wareham
PE33 9BA

Re : pitch move

Dear Swaffham Market Committee,

I would like this to be put to the vote for pitch move to Ward/Goodbody pitch sites. We currently have five staff all from Swaffham, 2 boys for setting up/taking down and three girls for serving. With the proposed move this would increase to five girls with the increase of pitch size and footfall into the market. There will be no lorry on the pitch/beside the stall which in turn will open up the market for people to see from Asda/Swaffham cafe/bus stops, making it appealing to come and have a look around the market.

The move will also increase my current pitch size as we are stuffed to full capacity at the moment and are bursting to increase.

Site movement will allow Norfolk Produce i.e us a good size stall giving us the opportunity to stock both local and worldwide produce we do not currently have the space for.

My intention to move pitch's was made clear to market reps before Goodbodys site became available. I was unable to make the committee aware until the Wards site became available which it will be on 23rd December 2017. The isle I am currently on is by far the best isle on the market with everything available on the isle. So by allowing me to move it will allow the middle of the market to become open ie a low level plant stall would be the best option for the middle of the market, allowing customers to walk freely between both isles so the customers do not have to walk to the curb and we lose them as they cant be bothered to walk down the next isle, giving stall holders on the buttercross isle the benefit of our isle (I believe by giving the new plant stall a double sided pitch and charging them for one side it would benefit the whole market)

I am now the longest standing fruit and veg stall on Swaffham Saturday market with the old CC Wells site now in the third owners hands. Norfolk Produce has more to offer SSM but cant in its current location. Norfolk produce now supplies all but one of the eateries in Swaffham so we must be doing something correctly. I personally feel there is no reason why the stall cannot move to the Ward/Goodbody site as it will clearly benefit the whole of the market with the move.

I would also like to point out that my total intentions for SSM are 100% sincere for the market and other stall holders. With my facebook campaign for SSM and my personal time and dedication to SSM shows that I am 100% for the market.

Id also like to add at this point that there was an agreement made verbally between myself and Lawrence (new sock stall) before he moved into the Goodbody pitch. I also have two witnesses who have both spoken to Lawrence on different occasions to make sure this positive move for SSM goes ahead with no glitches.

Any questions you may have please do not hesitate to contact myself.

Lee Martin
Norfolk Produce

Initials: _____