

**SWAFFHAM TOWN COUNCIL**

Market Committee meeting held on Monday 16<sup>th</sup> October 2006 in the Council Chamber, Town Hall, Swaffham.

Present: Cllr A. Greaves (in the Chair)

Councillors:- Cllr S. Lister.

Market Representatives:- Mr T. Bell, Mr D. Hackett.

Clerk: Mr R. Bishop

Deputy Clerk: Mrs M. Meyrick

Market Superintendent: Mr I. Livesey

**1. APOLOGIES FOR ABSENCE**

1.1. Cllr Matthews

1.2. Mr M. Whitehair

**2. DECLARATIONS OF INTEREST**

2.1. There were no declarations of interest.

**3. MINUTES OF THE MARKET MEETING**

3.1. The minutes of the Market Committee Meeting of the 11<sup>th</sup> September 2006 were agreed and signed as a true record by the Chairman.

**4. MARKET SUPERINTENDENT REPORT**

4.1. Since the last meeting a couple of stalls have been lost, a food stall and a wooden roses & magnetic bracelet stall. The food stall has been replaced with a similar one. There have been new licences issued for: -

- Olives
- Key cutting and locks
- Home made jewellery and t-shirts.

There are three regular casual stalls at the moment who may turn into licensed traders. There are two with jewellery and one with silk flowers. An advert has been placed in the market magazine which will hopefully bring new traders.

4.2. The Market Superintendent has had to deal with a couple of incidents regarding abusive behaviour from traders. One was over the decision to give a pitch to another trader and the other was regarding the boundary of a particular pitch. The Clerk has written letters to both the traders concerned warning them of their conduct. These issues were discussed at Full Council last week whereby the Market Committee were given delegated authority to deal with them. Cllr Lister proposed and Mr Bell seconded that the trader is suspended for 2 weeks and one more incident he will be banned for life.

**It was unanimously agreed that the trader in question is suspended for 2 weeks but one more incident he will result in a ban from Swaffham Market indefinitely.**

4.3. It was suggested that any letters to traders are to be sent to licensees address and not hand delivered.

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4.4. A suggestion has been received from a market trader to help highlight the Swaffham Market by producing a calendar with adverts within it.

**5. TOWN CLERK REPORT**

5.1. Notice has been served on two traders with regard to moving their pitch to accommodate the auction stall for garden produce. This will come into effect after 28 days. They have a right to appeal to the Town Council, but they would take direction from the Market Committee.

5.2. Other issues relating to outstanding debts are being looked at especially the ones that have left the market. This will be dealt with through the small claims court if necessary. In future it is intended to carry out credit checks on all new traders, this is at minimal cost.

5.3. The Council has been informed that the French Market has not been able to obtain an alcohol licence in time so there will be no stalls with alcohol. Permissions have been sought and received from Breckland District Council for the use of the Market Place car park and Pedlars car park.

5.4. An advert has been placed in the Market Trade News for November to advertise which stalls are needed on the market. There has also been a press release given regarding the French market. Reporters for the Lynn News and the EDP intend to do a follow up article on it.

5.5. A hospitality evening was discussed for the French market but it was thought that this would not be necessary.

5.6. A discussion took place regarding raising the profile of the market. A number of suggestions came forward including devising a questionnaire for market traders to be highlighted in the quarterly council newsletter. Wisbech has something within the Wisbech Standard which could be looked at. There could be a market trader of the year competition with the presentation taking place in the market square on a Saturday in January. This needs more discussion, to be placed on a future agenda. There was discussion regarding placing a page on the website just for the market detailing the history of the market, prices, rules & regulations etc.

5.7. It was reported that the Churches together would be putting on a Carol Service in the Buttercross on Saturday 23<sup>rd</sup> December. It was suggested that it would be good for the market traders if the Mayor had a walk around the market with the Market Superintendent handing out mince pies and a glass of port. Donations of bottles of port could be made to the Town Hall.

5.8. It was suggested that a market committee meeting should be called every two months.

**It was agreed to have a market committee meeting on a two monthly cycle.**

5.9. There was concern shown regarding a complaint relating to traders parking in the Pedlar Car Park on a Saturday. A discussion took place.

**It was agreed to place this issue on a future agenda as there was no clear way forward.**

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5.10. The market superintendent has brought to the committee's attention to the time that certain traders arrive to set up which has a detrimental effect to the market.

**The Clerk was instructed to write a letter to the market trader referred with reference the time he arrives in the morning.**

5.11. It was reported that the new planters which was part of the town centre regeneration have been placed in the wrong place. This will be looked at next week with the market superintendent.

**6. DATE OF NEXT MEETING**

Monday 11<sup>th</sup> December at 7.00pm

The meeting closed at 8.20p.m.

\_\_\_\_\_Chairman