

PRESENT:

North Ward:

Councillor D Bushby

East Ward:

Councillor Mrs J Gubb

South Ward

Councillor Ms R Clarke (Chairman)

Councillor S Inch

West Ward

Councillor C Hawkins

IN ATTENDANCE:

Mr R Coombes (Deputy Town Clerk)

Councillor K Hind (North Ward)

2 x members of the public

79. TO ELECT A CHAIRMAN

Councillor Ms Clarke was proposed by Councillor Ms Clarke and seconded by Councillor Mrs Gubb.

RESOLVED: That Councillor Ms Clarke is appointed Chairman of the Committee for the remainder of the year.

Vote: For: 5, Against: 0)

80. TO ELECT A DEPUTY CHAIRMAN

Councillor Mrs Gubb was proposed by Councillor McKenzie and seconded by Councillor Inch.

RESOLVED: That Councillor Mrs Gubb is appointed Deputy Chairman of the Committee for the remainder of the year.

Vote: For: 5, Against: 0)

81. APOLOGIES FOR ABSENCE

Councillors Mrs L Hellyer (East Ward – personal), J McKenzie (East Ward – Mayoral Commitment) and P Lawrence (Market Complex representative).

82. DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA

There were no declarations of interest.

83. PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION

Two members of the public spoke in support of their shop unit application.

84. MINUTES

Proposed by Councillor Gubb and seconded by Councillor Bushby, the Minutes of the Meeting held on 14 December 2024 were approved and signed as a correct record.

(Vote – For: 5, Against: 0)

85. ACCOUNTS

It was proposed by Councillor Inch and seconded by Councillor Mrs Gubb and

RESOLVED: That the lists of payments for 25 January 2024 be approved.

(Vote – For: 5, Against: 0)

86. CHAIRMAN'S / MARKET ADMINISTRATOR'S REPORT

There was no report.

87. MARKET HALL SWEEPER

Members had received a price comparison for five models to replace the current electric sweeper.

Councillor Bushby identified the “Karcher s 4 Twin Walk-Behind outdoor hand push sweeper,” that has no battery and does not need charging. He had identified a supplier that provided a more competitive price, also.

It was proposed by Councillor Bushby and seconded by Councillor Inch and

RESOLVED: That the Karcher s 4 Twin Walk-Behind outdoor hand push sweeper is purchased.

(Vote – For: 5, Against: 0)

88. WORKING GROUP OUTCOMES

Following the Meeting held on 23 January 2024 members had receipt of the Notes that had identified tasks with individual actions.

The Chairman advised that he had a meeting arranged to discuss proposals for the LGBTQ+ Community hiring the Hall.

89. TENANT / TRADER REPRESENTATIVES

There were no representatives in attendance.

90. PART II (CLOSED SESSION)

Proposed by Councillor Ms Clarke, seconded and

RESOLVED: That in view of the confidential nature of the business about to be discussed, it is advisable, in the public interest, that the public be excluded for the remainder of the meeting; the tenants were instructed to withdraw.

(Vote – For: 5, Against: 0)

91. CHAIRMAN’S REPORT

There was no report.

92. QUOTATIONS

Members considered the quotations for the window repair to Butcher’s Row Unit 12 and the roof truss between Units 12 and 13.

It was proposed by Councillor Bushby and seconded by Councillor Ms Clarke and

RESOLVED: That Robeda Joinery are invited to complete the works iaw their quotations.

(Vote – For: 5, Against: 0)

93. TENANT / TRADER

a. Members had received Notices to Quit from the Tenants of 26 Market Street (31 March 2024) and 12 / 14 Butcher’s Row (30 April 2024).

It was proposed by Councillor Bushby and seconded by Councillor Ms Clarke and

RESOLVED: That Robeda Joinery are invited to complete the works iaw their quotations.

(Vote – For: 5, Against: 0)

Members discussed the application process, including the engagement of a commercial letting agency, wider advertising and the introduction of a probation period to the Tenancy / Lease Agreement.

It was proposed by Councillor Ms Clarke and seconded by Councillor Bushby and

RESOLVED: That a six month probationary period, for both parties, is introduced to the Tenancy / Lease agreement.

(Vote – For: 5, Against: 0)

Members considered applications received for the double and Market Street units.

It was proposed by Councillor Hawkins and seconded by Councillor Ms Clarke and

RESOLVED: That Mr and Mrs P Jeffers be offered the tenancy for Butcher’s Row 15 / 16 effective 1 April 2024.

(Vote – For: 5, Against: 0)

It was proposed by Councillor Bushby and seconded by Councillor Ms Clarke and

RESOLVED: That Mr Blackman be offered the tenancy for 26 Market Street effective 1 April 2024.

(Vote – For: 5, Against: 0)

Members considered a request from the Butcher’s Row Unit 18 tenant to allow for the tenancy to become joint, with a fellow artist, providing for the Core Hours to be me.

It was proposed by Councillor Bushby and seconded by Councillor Ms Clarke and

RESOLVED: That Messrs P Marsh and M Dee become joint tenants of Butcher’s Row Unit 18.

(Vote – For: 5, Against: 0)

b. Tenant / trader matters.

There is a confidential note associated with this item.

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 7.58 pm.

BIDEFORD TOWN COUNCIL - Pannier Market Accounts as at 25 January 2025				VAT	NET	TOTAL
Sl No	PV NO	ALLOCATION				
BACS Payments						
1	18/12	Woolacotts	Audio System - Market Hall	813.62	4,068.24	4,881.86
2	22/12	Mr D Brenton	Market Mead - Signing of the Lease		102.50	102.50
3	5/1	British Gas	Electricity: 24 Market Place 1 - 7 Aug 23	0.73	14.79	15.52
4	30/1	Ashton Electrical Ltd	Butcher's Row Electrical work	11.40	57.00	68.40
5	30/1	DCS Pest Control (Cornwall) Ltd	Service Contract for Rats and Mice for period 11 Jan - 11 Apr 24		120.00	120.00
6	30/1	Encompass Security Solutions	(formerly Blanchards) Fire Alarm annual Inspection and System Test + battery	58.33	291.67	350.00
7	30/1	RGB	Maintenance Items	31.53	157.63	189.16
8	30/1	Tamar Trading	Maintenance Items	8.52	42.58	51.10
9	DD	vodafone	Line Rental (Dec 23)	5.30	26.49	31.79
10	DD	triangle	Line Rental (Nov + Dec 23)	22.72	113.58	136.30
11	CC52	Amazon (GBL Castors)	Maintenance Items (returned to be refunded)	11.47	57.36	68.83
12	CC56	Amazon (Holkie H Duty Castors)	Maintenance Items	11.24	56.21	67.45
				974.86	5,108.05	6,082.91
Bank Balances at 25 Jan 24				- Current Account	2,284.54	
Bank Balances at 25 Jan 24				- Deposit Account	46,635.20	

Pannier Market						
Expenditure Against Budget						
	Budget	As At	Budget			
Income	2023/24	14/12/2023	2024/25			
Market Stalls	4,410.00	350.00	4,000.00			
Market Shops	17,569.44	3,919.00	-			
Butcher's Row	32,722.20	22,045.77	34,157.65	Pro Rata Actual + 7%*		
Perimeter shops	19,386.36	19,545.25	29,400.39	Pro Rata Actual + 7%		
Deposits	-	683.00	-			
Other Events	1,600.00	7,673.55	10,886.65	Pro Rata Actual + 7%		
Services	8,000.00	2,577.63	2,000.00			
Interest On Investments	11.03	271.26	1,375.00			
General Income		10,291.60	2,500.00			
Total	83,699.03	67,357.06	84,319.69			
Expenditure						
Salaries	39,000.00	23,375.73	42,179.484	Recharge	10000	
Advertising	906.40	754.33	200.00			
Equipment	2,472.00	11,845.38	2,000.00			
Cleaning/Maintenance	12,463.00	14,315.39	20,000.00			
Services	12,250.00	5,841.47	5,000.00			
Bank Charges	618.00	380.55	475.00			
Insurance/Rates/Rent	4,696.80	3,410.24	5,500.00			
General (incl. Memberships)	1,000.00	1,157.45	2,575.00			
Training	566.50	649.00	700.00			
Promotions/ Special projects	6,144.00	1,621.20	5,500.00			
Total	80,116.70	63,350.74	84,129.48			
Balances						
Profit/(loss)	3,582.33	4,006.32	190.20			
RoS	4.3%	5.9%	0.2%			