

PRESENT:

North Ward

Councillor D Bushby

East Ward

Councillor Mrs J Gubb

Councillor Mrs L Hellyer

Councillor J McKenzie (Chairman)

IN ATTENDANCE:

Mr R Coombes (Deputy Town Clerk)

6 x Tenants

2 x Members of the Public

106. APOLOGIES FOR ABSENCE

Councillors S Inch (South Ward – personal) and C Hawkins (West Ward – personal).

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

There were no declarations of interest.

108. PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION

A Tenant noted that the “Tenant/Trader” representative agenda item had not been included.

The Chairman indicated that the former representative had stood down. Whilst there would need to be an election called to provide for representation, he indicated that the Standing Orders that provides for the Management Committee makeup could be subject to review.

The Tenant requested, should there not be a Tenant/Trader representative, that a committee member make a fortnightly visit to the Market Complex.

Another Committee Member sought clarification on the hiring of the Hall generally and the group of traders known as the Cooperative in particular.

The Clerk indicated that Members had noted the proposal for the Cooperative trader group to run the Market Hall. They were content for them to hold events just as they sought to promote and welcome greater use of the Hall in the future from the wider community. She then enquired about hanging bunting and flower baskets through the Butcher’s Row thoroughfare.

Members led caution on flower baskets outside the Shop Units citing potential risks in watering and general care of the plants and risk to tenants / stakeholders. The intimation was that the Council could not be held accountable for the potential hazards; bunting was appealing, though.

The Chairman invited further discussion.

Another Tenant, in the face of the poor market trader attendance explained that they had conducted their own market research indicating that there was a groundswell of traders willing to commit to the Bideford Pannier Market. She felt the present model was not working and that there was a need for a review. She also intimated that the Market Hall offer impacted upon the Butcher’s Row / Market Place Shops.

The Chairman invited the Tenant to liaise with the Clerk.

Further points raised included availability of the Hall, future organised Events, broader advertising including the legitimacy of staking advertising boards on the Highways (as South Molton do to great effect and efficiently).

Councillor Bushby agreed that advertising of events could be improved – some Members were not aware of the Food Festival scheduled to be held on 29 April 2023. It was his desire, once the Hall is finally cleared, to drive forward the opportunity that the facility offers to deliver events including organised traditional markets (backed up and supported).

109. MINUTES

Proposed by Councillor McKenzie and seconded by Councillor Bushby, that the Minutes of the Meeting held on 23 February 2023 (approved and adopted at Meeting of Town Council – 2 March 2023) were approved and signed as a correct record.

(Vote – For: 4, Against: 0)

110. ACCOUNTS

It was proposed by Councillor McKenzie seconded, and

RESOLVED: That the lists of payments for 13 April 2023 be approved.

(Vote – For: 4, Against: 0)

111. CHAIRMAN'S / MARKET ADMINISTRATOR'S REPORT

N/A.

112. MARKET HALL

Members had previously received the Minutes of the Working Group Meeting held on 6 March 2023. During the Meeting Members had considered the sale (price) of the Studio Units.

It was proposed by Councillor McKenzie and seconded by Councillor Mrs Hellyer, and

RESOLVED: That the Studio Units are sold for £1,000.00.

(Vote – For: 4, Against: 0)

113. MEETING 25 MAY 2023 – CHANGE DATE

Members had seen the report indicating that a change of date would avoid a clash with the new councillor training programme arranged with Northam Town Council arrange for 25 May 2023.

It was proposed by Councillor McKenzie and seconded by Councillor Mrs Hellyer, and

RESOLVED: That the Meeting scheduled to be held on 25 May 2023 is brought forward to Tuesday, 23 May 2023.

(Vote – For: 4, Against: 0)

114. PART II CLOSED SESSION

It was proposed by Councillor McKenzie and seconded by Councillor Mrs Hellyer, and

RESOLVED: That in view of the confidential nature of the business about to be discussed, the meeting will be held in Part II (Closed Session).

(Vote – For: 4, Against: 0)

115. CHAIRMAN'S REPORT

Members considered the Consultation document, compiled with advice and guidance of South West Councils, on managing the Market facility in the light of the recent changes.

There is a Confidential Minute associated with this.

116. TENANT / TRADER

a. Members had received the Notice given by the Tenant of Butcher's Row Unit 21.

In light of their intention to accommodate the remaining Market Hall Tenants confirmation had been received from one of the Tenants of their wish to take the Tenancy of Unit 21.

It was proposed by Councillor McKenzie and seconded by Councillor Bushby, and

RESOLVED: That Mrs A Dallyn be offered the Tenancy of 21 Butcher’s Row.

(Vote – For: 4, Against: 0)

b. Tenant / trader / Landlord matters.

1. Members gave detailed consideration to the longstanding failure of the Tenant in Butcher’s Row to adhere to the minimum trading hours commitment. The Tenant had been given ample opportunity to meet the requirements of the new tenancy agreement but had failed to do so. In order to ensure effective management arrangements are upheld

It was proposed by Councillor McKenzie and seconded by Councillor Mrs Hellyer, and

RESOLVED: That the Tenant concerned be given One Month’s Notice to Quit the Shop Unit in Butcher’s Row effective from 14 April 2023.

(Vote – For: 4, Against: 0)

2. The Clerk advised that there was one outstanding electricity payment left by a former tenant, despite a number of requests for payment prior and subsequent to their leaving.

Members expressed disappointment and indicated that a further letter be sent expressing the Council’s request for payment.

c. Market Hall enquiry. Members had sight of a request to Hire the Hall on Friday 23 June 2023, 16.00 – 23.59 for a fundraising event for Bideford Connex. Their plan to run a Drag night which would include food and a raffle. Drinks would potentially be on a bring your own basis.

Members expressed concern that “Bring your own booze” to an event could lead to excessive drinking, underage drinking, anti-social behaviour and were in agreement that the Hall could not be hired with this arrangement. Safeguards and a guarantor would need to be in place. Should the hirer wish to provide for alcoholic beverages on site they would need to apply for a Temporary Events Licence and work within the necessary constraints.

117. RETURN TO STANDING ORDERS

Proposed by Councillor McKenzie, seconded and

RESOLVED: That the meeting returns to Standing Orders.

(Vote For: 4, Against: 0)

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 8.05 pm.

BIDEFORD TOWN COUNCIL - Pannier Market Accounts as at 31 March 2023

PV NO	ALLOCATION	BACS Payments	VAT	NET	TOTAL
1	004332	R Coombes		24.09	24.09
2	28/02	N Bennett		185.96	185.96
3	28/02	Ashton Electrical Ltd	28.56	142.82	171.38
4	14/03	Torrige District Council		37.00	37.00
5	23/03	Jewson	12.76	63.82	76.58
6	23/03	P Davies		179.00	179.00
7	31/03	Ashton Electrical Ltd	197.01	985.05	1,182.06
8	31/03	Ashton Electrical Ltd	45.48	227.39	272.87
9	31/03	Tamar Trading	30.61	153.05	183.66
10	31/03	RGB	41.34	206.75	248.09
11	31/03	Nicholsons	24.38	121.90	146.28
12	31/03	WEMCo	77.87	389.33	467.20
13	31/03	WEMCo	18.8	94	112.80
14	31/03	DS Electrical	15.2	76	91.20
15	DD	Vodafone	4.63	23.17	27.80
16	DD	Triangle	9.96	49.78	59.74
			506.60	2,959.11	3,465.71

Bank Balances at 31 Mar 23 - Current Account 8,114.63
Bank Balances at 31 Mar 23 - Deposit Account 36,946.65

Financial Year 2023/2024

BIDEFORD TOWN COUNCIL - Pannier Market Accounts as at 13 April 2023

1	18/04	Ashton Electrical Ltd	14.02	70.08	84.10
2	18/04	NABMA		384.00	384.00
3	18/04	Tamar Trading	42.75	213.74	256.49
4	18/04	Tazza Design Ltd	14.00	70.00	84.00
5	18/04	WEMCo	112.81	564.04	676.85
6	18/04	JAG Signs	133.96	669.81	803.77
7	18/04	DCS Pest Control (Cornwall) Ltd		120.00	120.00
8	DD	Triangle	9.95	49.76	59.71
9	DD	Vodafone	4.63	23.17	27.80
			332.12	2,164.60	2,496.72

Bank Balances at 13 Apr 23 - Current Account 12,096.28
Bank Balances at 13 Apr 23 - Deposit Account 37,173.59