

PRESENT:

North Ward:

Councillor D Bushby

East Ward:

Councillor Mrs J Gubb

Councillor J McKenzie (Town Mayor)

Councillor Mrs L Hellyer

South Ward

Councillor Ms R Clarke

Councillor S Inch

West Ward

Councillor C Hawkins (Chairman)

Market Complex

Mrs N Bennett

IN ATTENDANCE:

Mr R Coombes (Deputy Town Clerk)

Councillor K Hind (North Ward)

66. APOLOGIES FOR ABSENCE

Councillor P Lawrence (Market Complex representative).

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

There were no declarations of interest.

68. PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION

Councillor Hind raised points that included:

- Tuesday / Saturday Market trading organising.
- Reference to the recent Notice of Motion.
- Levelling Up in relation to the "Top end of Town."
- District Council involvement.

(Mrs Bennett joined the Meeting.)

Members advocated clear signage in the Market Hall providing for contact: landline / mobile / E mail with the Office (Clerk) and Market Officer.

Discussion followed on the responsibility for running the Market and identifying those running specific market / events.

Councillor McKenzie advocated that 2024 should return to the hiring of the Hall through a singular event hire agreement basis, across the board; previous standing agreements should be withdrawn, allowing for clarity, fairness and uniformity.

69. MINUTES

Proposed by Councillor McKenzie and seconded by Councillor Bushby, the Minutes of the Meeting held on 2 November 2023 were approved and signed as a correct record.

(Vote – For: 7, Against: 0)

70. ACCOUNTS

It was proposed by Councillor Ms Clarke and seconded by Councillor McKenzie, and

RESOLVED: That the lists of payments for 14 December 2023 be approved.

(Vote – For: 7, Against: 0)

71. CHAIRMAN'S / MARKET ADMINISTRATOR'S REPORT

N/A.

72. PPL / PRS UPDATE

The Clerk explained that the Council had paid a basic cost (Local Authority Minimum Royalty) that allowed for the playing of music within the Market Hall facility.

The established attendance numbers of specific Market / Events will allow for an identified cost that would be charged to the Event holder. This had been paid for in relation to the Town Band, Abbotsham School and the recent Christmas Market Events.

73. DRAFT BUDGET 2024/5

a. Members noted the Market Complex rental commercial value report.

b. Draft Budget 2024 – 2025.

Members previously had sight of the Draft Budget Document.

Members discussed and ascertained the elements that made up the budget.

Proposed by Councillor McKenzie, seconded by Councillor Bushby and

RECOMMENDED: That the Draft Market Budget 2024/2025 be supported by the Council.

(Vote: – For: 7, Against: 0, Abstention: 0)

c. Rent Review.

Proposed by Councillor Ms Clarke, seconded by Councillor Bushby and

RECOMMENDED: That a rental increase of seven per cent be implemented effective 1 April 2024; the resultant tariffs are either rounded up, or down, to the nearest pound. That each tenant / trader is advised accordingly. The Daily Casual Table rate will remain fixed at nine pounds per stall / pitch.

(Vote: – For: 5, Against: 1, Abstention: 1)

74. TENANT / TRADER REPRESENTATIVES

Mrs Bennett indicated that there was an acceptance amongst Market Tenants that there would be an increase in the rent in the face of market forces.

She intimated that it may force the hand of those considering their respective future commitment to the Market.

Mrs Bennett referred to the Christmas Market held on 9 December 2023 by a lauded outside Event organiser. She felt more traders could have been accommodated and that advertising could have been improved upon.

Members spoke on the merit of social media to galvanise interest but advocated the use of banners, also.

75. PART II (CLOSED SESSION)

Proposed by Councillor Hawkins, 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: 7, Against: 0)

76. CHAIRMAN'S REPORT

N/A.

77. TENANT / TRADER

a. Members had received a Notice to Quit.

There is a confidential note associated with this item.

b. Tenant / trader matters.

The Clerk spoke about the Members intention to hold and welcome organised markets that would fill the Hall. It was clear that full trading Tuesday / Saturday weekly markets could not be sustained.

The Clerk reminded Members that it had been intimated there would be a review in 2024 of the relationship with SWEMS who agreed to work with the Council following the resignation of the last Development Officer. They had filled a vacuum that allowed for the Committee to reflect on the way forward in terms of Events and wider use of the Market Hall.

Councillor Mrs Hellyer confirmed that a diary of events had been produced for 2023 until the end of the month.

The Clerk referred to correspondence with the organiser of the Torridge Arts group in relation to the favourable terms they have enjoyed whilst patronising the Market, in the face of the changes to the Hire Charges. It was noted that the beneficial terms provided for their supporting outside charitable interests.

Proposed by Councillor McKenzie, seconded and

RESOLVED: That the current association with SWEMS is finished, (similarly with the Torridge Arts Group) and that those using the Market facility pay the standard charges.

(Vote – For: 7, Against: 0)

78. RETURN TO STANDING ORDERS

Proposed by Councillor Hawkins, seconded and

RESOLVED: That the meeting returns to Standing Orders.

(Vote For: 7, Against: 0)

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 8.15 pm.

BIDEFORD TOWN COUNCIL - Pannier Market Accounts as at 14 December 2023				VAT	NET	TOTAL
SY	NO	DESCRIPTION	ALLOCATION			
BACS Payments						
1	004338	R Coombes	Petty Cash		50.00	50.00
2	1011	Ashton Electrical	Upgrade Market Complex lighting (ingfenced monies from Environment Budget)	1,381.93	6,909.67	8,291.60
3	1611	North Devon Christmas Trees Ltd	17th Noedmann Fir Christmas Tree		150.00	150.00
4	2111	SWW	Pannier Market water / sewerage charges		227.35	227.35
5	112	M P Swim	NABMA Conference mileage		263.60	263.60
6	112	J Fisher	Market Cover 14 - 21 Oct 23		80.00	80.00
7	1212	Amazon	PPE		85.90	85.90
8	1912	Domakaba	Maintenance Contract renewal 1 Nov 23 - 31 Oct 24	69.40	347.00	416.40
9	1912	Tamar Trading	Maintenance Items	3.30	16.53	19.83
10	1912	West of England Fire Protection Ltd	Annual Service Inspection + replacement Fire Extinguishers / Identification signs	99.00	495.00	594.00
11	1912	PPL PRS	Local Authority minimum royalty + itemised events	35.59	177.95	213.54
12	1912	TDC	Insurance of Bideford Pannier Market - 1 Sep 23 - 31 Aug 24		2,646.44	2,646.44
13	1912	Ignite Ltd	Silver membership with Visit North Devon and Exmoor	50.00	250.00	300.00
14	1912	SunArt	Solar pv system Annual Inspection	99.00	495.00	594.00
15	1912	Ashton Electrical	Assess power usage and replace downlight and lamp in Shop Unit 22	24.46	122.30	146.76
16	1912	DTAL	Advertising Banners		29.70	29.70
17	1912	Nichobons	Hygiene Items	55.33	276.65	331.98
18	1912	J Doble	Site Inspection	100.00	500.00	600.00
19	DD	voidfone	Line Rental (Nov-23)	5.30	26.49	31.79
20	DD	tsingta	Line Rental (Oct-23)	11.36	56.79	68.15
21	CC38	Devondale Electrical	Maintenance Items	1.52	7.62	9.14
22	CC46	Amazon (MM-products)	Hologram Labels Tamper Proof labels		10.98	10.98
				1,936.19	13,224.97	15,161.16
Bank Balances at 13 Dec 23 - Current Account					8,157.93	
Bank Balances at 13 Dec 23 - Deposit Account					50,045.13	

Pannier Market Expenditure Against Budget				
	Budget 2023/24	As At 14/12/2023	Budget 2024/25	
Income				
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%	