



WETHERBY TOWN COUNCIL MARKETS COMMITTEE MEETING MINUTES

Date: 19th July 2019
Time: 6.00pm
Location: Deighton Room, Wetherby Town Hall

Present: Cllr Sam Bennett
 Cllr Nish Kanabar
 Cllr Jo Maltby - Chair

In attendance: Iona Taylor, Town Clerk
 Margaret Holmes, Deputy Town Clerk

1.	<p>Apologies There were no apologies for absence.</p>
2.	<p>Declarations of interests and requests for dispensations. There were no declarations of interest.</p>
3.	<p>Minutes of Last Meeting The minutes of the last meeting held on 27 February 2018 and received by Council on 13 March 2018 were received.</p>
4.	<p>Market Toll Fee It was confirmed that the Market Toll Fee for 2019/20 should remain at the level set for 2018/19 in line with the Council Budget for 2019/20.</p>
5.	<p>Adverse Weather Policy The Adverse Weather Policy prepared by the Deputy Clerk was considered and approved.</p>
6.	<p>Proposed Amendments to Open Market Licence The report prepared following the meeting of the Traders' Forum on 30 May was considered and discussed. Resolved: The following amendments be made to the Open Market Licence:</p> <ul style="list-style-type: none"> • To allow for the packing up of stalls to commence at 3.00pm in summer and 2.30pm in winter with vans being allowed on to the market 30 minutes after these times • To allow for the first four absences in a leave year (April – March) to be classed as permitted absences provided the absence is notified to the Council office by 8.30am on the day of the absence. • To allow for loyalty points to be retained if a Licensee has a non-permitted absence but (a) notifies the Council office by 8.30am on the day of the absence and (b) pays the full toll fee for that week on their return to the market. • To approve the levy of a reduced rent when a stallholder contributes goods as a prize or redeems a voucher as part of a market promotion organised by the Council.
7.	<p>Financial Year End Report The Financial Year End Report for 2018/19 was received and noted.</p>
8.	<p>Advertising The draft advertising campaign documents were considered and approved. The Posters will be used on noticeboards and social media and the banner will be placed at the Cluster of Nuts car park on a Thursday morning and removed in the afternoon, with kind permission of Leeds City Council. The Town Clerk confirmed she would obtain written consent from the stallholder who is pictured on one of the posters. The Town Clerk was congratulated on the posters.</p>
9.	<p>Summer Promotion The details of the summer markets were considered. Resolved: It was resolved that:</p> <ul style="list-style-type: none"> • some of the 2019/20 budget for promotion of the market be used to produce flyers, posters and



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	<p>banners for the summer promotion;</p> <ul style="list-style-type: none"> • the cost of materials provided by stallholders for the activities be funded by reducing their weekly toll the following week.
<p>10.</p>	<p>Rubbish The Town Clerk reported that complaints have been received about rubbish in the Market Place after the market. The Council does provide a trailer for cardboard and bins were provided for other refuse. Letters have been sent to the worst offenders. We are aware of the problem and are making efforts to reduce the amount of litter.</p>
<p>11.</p>	<p>Application to Trade on Wetherby Thursday Market 11.1 Exclusion of press and public for Item 11.2 Resolved: It was resolved that in accordance with Section 1(2) of the public bodies (admission to meetings) Act 1960 as amended – because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted - the meeting be not open to the public during the session of item 11.2.</p> <p>COMMITTEE IN PRIVATE SESSION</p> <p>11.2 Consideration of Application to trade on Wetherby Thursday Market The Application to trade on Wetherby Thursday Market was considered. Resolved: It was resolved that the Application should be rejected.</p> <p>CONCLUSION OF PRIVATE SESSION</p>
<p>12.</p>	<p>Weekly Antiques Fair 12.1 The report prepared by the Town Clerk was considered. 12.2 Advertising Strategy and Expenditure Resolved: It was resolved that the following expenditure be incurred during the 2019/20 financial year:</p> <ul style="list-style-type: none"> • Up to £600 on new signage for use on the Town Hall each Saturday • Up to £850 on advertising in trade publications to attract new traders • Up to £850 on advertising to promote the Fair to the public <p>12.3 Application Form and Stallholder Guidance The Trader Application Form and the Guidance for Stallholders were considered and approved.</p>

The meeting closed at 7.05pm.

These minutes were recorded and prepared by Margaret Holmes, Deputy Town Clerk.