

## For Council: 14 June 2021 APPENDIX 5

### Lichfield City Council

#### Minutes of the Meeting of the Markets Working Group (MWG) held via Zoom on Wednesday 9 June 2021 at 10:00am

**PRESENT:** Councillors J Checkland (Chair), P McDermott, D Robertson, J Smith, C Spruce and M Warfield.

**IN ATTENDANCE:** S Thomas (Deputy Town Clerk), A Briggs (Town Clerk), Lucy Clarke (Civic Officer).

**APOLOGIES:** None

#### 1. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None

#### 2. MINUTES OF PREVIOUS MEETING

**RESOLVED:** *The Minutes of the MWG meeting held on 10 March 2021 be confirmed as a correct record [Minutes received by Council on 16 March 2021].*

#### 3. MATTERS ARISING FROM MINUTES

The Chair raised the changes to service charges and a brief discussion was held, with a more detailed discussion following at minute 7.

#### 4. REVIEW OF MARKET RENT INCENTIVES

The agenda report provided an update on the current situation regarding rental incentives. The MWG agreed no incentives be applied at this time. It was agreed that this item be removed from future agendas if lockdown easing continues on 21 June, but with the proviso that it will be returned to the agenda if restrictions return and also on the basis that, should it be necessary, emergency action can be taken by the Town Clerk in consultation with the MWG to be ratified at a later meeting.

**RESOLVED:** *That the report be noted.*

#### 5. RETURN OF MARKETS POST LOCKDOWN

Members considered the Civic Officer's agenda report. Cllr J Smith asked why Friday/Saturday incomes were approximately the same given the varying number of stalls on the two market days. The Civic officer confirmed this was explained by differing layouts on the two days that relate to the nature of the traders present and their requirements. Cllr Spruce noted the new terms and conditions and the clear guidance they brought to market policies and procedures, making the process of running the market far easier than previously. Cllr Robertson asked whether the current additional market related duties undertaken by the Civic Officer were sustainable as the Civic function returns to pre-pandemic levels. The Civic Officer confirmed current arrangements were working well, but that the situation would be kept under review in discussion with the Town Clerk.

Cllr Robertson also asked whether it would be appropriate to make enquires as to an additional market, given the current demand. It was agreed that the matter could be discussed further at a later time, but the existing markets remained the current priority.

The Chair asked whether it could be possible to extend the area utilised by the market, perhaps in discussion with adjacent landowners, but this would depend on the outcome of pedestrianisation measures and may also include additional charges. The Chair also asked whether a change in stall layout could increase capacity within the existing space, the Civic Officer replied that while possible, the Traders may not wish for such rearrangement to take place given their desire to retain pitches they have occupied in some cases for many, many years.

***RESOLVED: That the report be noted.***

**6. MARKET LICENCE DOCUMENTATION - AMENDMENTS**

Members considered the brief agenda report, confirming the minor amendments made to the licence documentation prior to circulation to traders.

***RESOLVED: That the report and amendments be noted.***

**7. SERVICE CHARGES**

Members considered the Town Clerk's agenda report confirming the level of service charge is largely dependant on the number of skip lifts required per week. Until such time as it becomes clear whether the current one lift per week will be required to increase to two after social distancing restrictions end, it was agreed that the existing charges remain in place.

***RESOLVED: That the report be noted and the existing service charge remains in place at the current time. If the reintroduction of a second weekly skip lift is deemed necessary, the £3 per pitch service charge to be reintroduced as soon as reasonably [practicable and in line with provision in the adopted Terms and Conditions.***

**8. PROVISION OF LCC OWED MARKET STALLS - UPDATE**

The Civic Officer provided a verbal update, confirming the contractor had been informed of the Council's decision to not renew the stall contract. Discussions with a potential purchaser are ongoing, but the MWG asked that if a sale is not forthcoming, community groups be approached to ascertain whether they could make use of a stall prior to disposal. The MWG also asked that in such a situation, officers advise all LCC members of the availability of the stalls in order that they can assist in ensuring community groups are made aware.

***RESOLVED: The report be noted***

**9. DATE AND TIME OF NEXT MEETING**

Confirmed as Wednesday 6 October 2021 at 10.00am.

**10. ANY OTHER BUSINESS**

The Chair asked for special thanks to be recorded to the late Dennis Wasserman for his service to LCC markets; this was supported unanimously by members.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIR DECLARED THE MEETING CLOSED AT 10:24am**