

Droitwich Spa Town Council

St Richard's House
Victoria Square
Droitwich Spa
Worcestershire
WR9 8DS

19 November 2013

Telephone: 01905 74258

Dear Councillor

CHARTER MARKET SUB-COMMITTEE

You are hereby summoned to a meeting of the **CHARTER MARKET SUB-COMMITTEE of the Community and Amenities Committee** to be held in The Council Chamber, St Richard's House, Victoria Square, Droitwich Spa, WR9 8DS on **3 December 2013 at 2pm**.

The agenda is set out below.

Yours sincerely



Pam Craney
Town Clerk

Agenda

1. To Appoint a Chairman for the Sub-Committee
2. To Note the Membership of the Sub-Committee (as set out below)
3. Apologies for Absence
4. Declarations of Interest
5. To review actions to date [*report attached*]
6. To consider all implications of a Friday Charter Market and thereafter to submit a report to Community & Amenities Committee at its next meeting now scheduled for 9 December 2013

Distribution

<p>Members of the Charter Market Sub-Committee: Councillors G R Brookes E Harwood R E Murphy A M Sinton P Stevens</p>	<p>Pam Craney Mark Keld</p>
<p>Community and Amenities Committee Members – For information only. All Other Councillors – For information only.</p>	<p>Agenda For Information to: County & District Councillors for Droitwich Spa Subscribers Press</p>

Report

IT IS SUGGESTED THAT IF POSSIBLE MEMBERS OF THE SUB-COMMITTEE VISIT EVESHAM'S SATURDAY MARKET RUN BY MR JOE JONES

SUMMARY TO DATE:

Community & Amenities Committee meeting – 2 September 2013

A proposal from Councillor Brookes for a regular town centre market using various sites including Victoria Square and Saltbarrow Market was considered by Community & Amenities Committee at its meeting on 2 September 2013. The Town Council holds a charter that enables it to have a Friday Charter Market, however land usage requirements needed addressing, including planning permission for Victoria Square, which has a permitted development allowance of 14 days, used up by the 11 Farmers' Markets, St Richard's Festival and Salt Fest, plus the continental market 17 - 19 October. It was also necessary to have any licences etc from landowners together with any fees/charges payable. Prior to proceeding the Town Council should have in place a contract for the provision of the market with Mr Joe Jones the market organiser that Councillor Brookes has been in discussion with, together with a copy of insurance documentation, details of security arrangements, provision of power/electricity supplies, refuse clearance etc, etc.

As requested by the Community & Amenities Committee at its last meeting on 2 September the matter was discussed at the WDC/DSTC Liaison Meeting with a view to a pilot of the scheme for Fridays over a period of 6 months. The suggestion for the market met with full support, with a request that Wychavon liaison be via Janet Yates, Area Partnership Manager.

Resources Committee meeting – 14 October 2013

At the meeting of Resources Committee on 14 October the Chairman's draft planning application for Victoria Square was accepted, subject to final clarification upon the area of the market being agreed and planning and other matters being addressed with Wychavon District Council and this was confirmed. Resources Committee made the following resolutions:

- RESOLVED**
1. *That a planning application be made to enable a Market to be sited in Victoria Square, to be progressed utilising the Chairman's draft documentation, as now reported above, and at a cost of £385 (that sum to be identified from within the Community and Amenities Committee budget).*
- RECOMMENDED**
2. *That the Terms of Reference of the Community and Amenities Committee (contained with the Council's Standing Orders) be amended to include specifically its remit for the Charter Market.*

There voting For – 3 and Against – 0. Abstentions – 3: recorded from Councillors K Jennings, E Harwood and Mrs M A Lawley.

Subsequently a meeting with all stakeholders (with invitees Mr Joe Jones the potential operator and Mr John Kendrick St Andrews Shopping Centre Manager) took place on Monday 28 October to check on operational requirements and seek to identify a way forward to place before the Community and Amenities Committee for consideration. The outcome:

- A trial period of three months was deemed suitable to assess the impact a Charter Market would have on the Town, this to be with Mr Joe Jones who operates the Evesham Saturday Charter Market. Thereafter the matter be reviewed by the Council with a view to a full tendering exercise taking place, during which time Mr Jones would be invited to continue operating the Charter Market but at a chargeable rate.
- The start-up locations for the Charter Market were identified as Victoria Square and Saltbarrow Market, with the need for the appropriate permissions:
 - Planning permission was required for Victoria Square. The possibility of 'barrows' in St Andrews Shopping Centre was discussed, which would require planning permission.
 - A block Road Closure Order was required for Victoria Square.
 - Landowner consent was required for all areas. Fees for the use of Saltbarrow Market would be waived by Wychavon District Council for a period of three months. It was unlikely that Worcestershire County Council would charge for the use of Victoria Square. Mr Kendrick had requested confirmation from the landowners as to the siting of stalls/barrows in the St Andrews Shopping Centre.
 - For all areas, electricity used would be recharged to the Market Operator.

Community & Amenities Committee meeting – 11 November 2013

The Committee received the report upon the outcome of the Stakeholder meeting and the suggestion that the Community & Amenities Committee considered setting up a small Working Party to oversee the introduction of the Charter Market and to sort out any operational issues. However, (Minute No 165 refers) it was agreed that all the implications of the Charter Market proposal should be fully debated and as there had been several concerns identified that needed to be addressed it was considered more appropriate to set up a Markets Sub-Committee straightaway. As the issues involved all areas of the working of the Council then the group would comprise the Chairmen of all Standing Committees of the Council, together with Councillor P Stevens and a member of the Opposition Group (to be nominated by Councillor E Harwood, Leader of the Labour Group) to report through to the Community and Amenities Committee at its next meeting on 9 December 2013. All matters pertaining to the Charter Market would be held in abeyance for the present.