



Sodbury Town Council

Minutes of a Meeting of the Markets Committee 7th September 2021, Sodbury Town Council Offices

Committee Members: Cllrs. Linda Banister, Alistair Gregson, Becky Romaine, Phil Rumney, Adrian Rush, Linda Rush & Andy Williams (Chair)

Present: Cllrs. Linda Banister, Alistair Gregson, Becky Romaine, Phil Rumney & Andy Williams (Chair)

Town Clerk – Cate Davidson
Gareth – Green Top Events

The chairman welcomed all to the meeting.

1. Apologies

No apologies were received. Cllrs A & L Rush were absent.

2. Declarations of Interest

No interests were declared at this time – Cllr Williams advised he may have an interested in the Market should he have a stall in the future.

3. Approval of Minutes of 20th July 2021

Resolved the Minutes of 20th July 2021 were approved as a true and accurate record of the meeting and were signed by the Chairman.

4. Matters Arising

Cllr Gregson circulated the HVO Fuel document as requested – the Clerk was asked to scan this and circulate to all members.

6. Artisan Food & Crafts Market – brought forward

Members received proposals from Green Top Events (GTE) by email in advance of the meeting. Gareth from Green Top Events reported as follows:

- GTE runs a market in Thornbury which is successful and well attended
- Currently in discussion with Yate Shopping Centre about a weekly Saturday market
- A market on Chipping Sodbury on a Wednesday or Thursday would ensure no local conflict
- Priority is to ensure the market enhances local businesses rather than detracts from them
- All goods are to be handmade/homemade and must have a food hygiene rating of 4 and above
- No bought in goods are allowed
- GTE does all the advertising as well as providing gazebos and tables
- GTE is responsible for the overall risk assessment as well as ensuring all stallholders have public liability insurance
- Charges are £30 per pitch per day

Cllr Banister advised that so far, no contact has been made with the Chamber of Commerce. It is important that contact is made with the local retailers and businesses. GTE advised that this would be a priority if the Town Council is keen to take a market forward. Local traders have first refusal of pitches and where possible there will be no duplication of supplies.

The Clerk asked who is the liaison for the market in Thornbury – contact details were given and the Clerk asked to make contact.

Further discussion was had, and it was **Resolved** that the Markets Committee is interested in taking this matter forward. A meeting is to be arranged with the Chamber of Commerce involving the Clerk and Cllr Banister. It was agreed that a Thursday market on a weekly basis on the Pitchings would be appropriate – location is to be worked through with GTE.

The Chairman thanked Gareth of GTE for attending the meeting and advised STC would be in touch when a meeting with the Chamber of Commerce has been set up. Gareth left the meeting.

Some discussion was had about STC charging for the market; the Clerk advised the Farmers Market had been charged £5 per stall. Cllr Banister re-iterated that it is really important to get local business on board via the Chamber of Commerce.

Members discussed the Eat Festival which had been held the previous weekend. Eat has come back today and asked for permission to hold a festival next year on 10th September, the Clerk advised this couldn't be formally approved as it was not on the agenda. Members noted the event had been very successful with local businesses reporting record business. Discussion was had about charging for the festival now that it had a good record, it was decided that a flat fee of £500 for next year's event be charged and that Eat be advised of this. It was agreed in principal that a 2022 event be held on 10th September at a cost of £500 and this is to be on the next scheduled agenda.

Actions: LB to arrange a meeting with COC, CD to contact SGC for information about GTE and Thornbury market, CD to set up a Markets Committee meeting once the CoC has met to discuss this matter only. CD to advise Eat that the Market has been approved in principal and the fee would be £500 – matter to be on next agenda

5. **Mop Fair 24th & 25th September 2021**

Members noted that Messrs Porter have now attended an SGC Safety Advisory group Meeting. The Clerk reported that SGC was satisfied with the documentation provided with the only addition being a more explicit emergency action plan needed.

The Clerk circulated a proposed press release which was approved.

Cllr Gregson left the meeting at 20.30 due to a work callout

It was noted that the Clerk has liaised with the SGC Public Health Director who has advised that they would only close the Mop Fair in extreme circumstances in relation to COVID-19 making it very unlikely to happen.

7. **Budgets**

Members noted the spend to 31st July 2021 and it was **Resolved** that they be approved

8. Public Conveniences

The Clerk reported that she has met with Cllr Rumney and Brendon Jones and that feedback is awaited in relation to works required to re-open the ladies facilities.

9. Christmas Trees and Lights

It was **Resolved** that the installation for trees and lights be approved for 20/21 November 2021.

10. Items to Report

No items were raised at this time.

10. Date of next meeting: 30th November 2021

Meeting closed at 20:40

Signed: Chairman

Dated

DRAFT