

Minutes of the Virtual Meeting of the Markets and Services Committee held in the on Wednesday 15th July 2020 at 7:00 pm.

The public and press were invited, and Parishioner Participation was at 7pm.

Present: Cllrs Linley (Chairman), Bellfield, Harrison and Taylor.

Clerk: Rebecca Hill

Deputy Clerk: Ian Orton

Market Superintendent: Steve O'Brien

MS01: To receive apologies

Apologies were received from Cllr Balsamini and Rymer

MS02: To record any Disclosable Pecuniary Interests and Declarations of other Interests

No Pecuniary Interests and other Interests were declared.

MS03: Market

a) Cashless collection of market tolls: The clerk introduced a report that gave a number of options for Town Council to collect the weekly market tolls using electronic data capture. After discussion it was **RESOLVED:** to introduce the 3G Sum Up Card Reader.

b) Finance 2020-21 Update: The clerk introduced a financial statement for Quarter One of the financial year that indicated a potential shortfall at year end of £6997 but adding that despite the shortfall the market would still have an operating surplus. After discussion, the financial statement was noted.

c) Review Market Tolls for 2020-21: The market superintendent requested that to help support market traders through the COVID crisis that half rent for stalls was extended until the end of September 2020. After discussion it was **RESOLVED:** to continue the half rent until the end of September with any future reductions to be discussed at September 2020 Council.

d) Review advertising for Market: The clerk went through a detailed statement outlining the spend on market advertising during the first quarter of the financial year. After discussion it was **RESOLVED:** to purchase a gazebo and floor stencils to help with social distancing.

e) Purchase of branded Canopies: This item was considered during minute 3d.

f) Unauthorised trading on the market square: The clerk gave an update on the legal process to date confirming that a report from the Council's solicitor would be considered at the meeting of the Council on 20th July 2020. Local traders were pleased the Town Council had placed a sign in the market square encouraging people to purchase from local suppliers.

Minutes of the Virtual Meeting of the Markets and Services Committee cont.

MS04: Cemetery

a) Approval of Headstone: The clerk requested that the Town Council adopt a policy of allowing a plaque to be placed on a grave when there was insufficient space on a headstone to include details of all who had been interned within the grave. After discussion it was **RESOLVED:** to agree that plaques could be added to graves when there was insufficient space for details of all interned within the grave.

b) Finance 2020-21 Update: The clerk indicated the income for cemetery management during the first quarter of the financial year was £5700.

c) To consider signage for the Community Cemetery and Garden of Rest: The clerk stated there was no signage to indicate the community cemetery and garden of rest were managed by the Town Council and a notice board would allow details of both to be available to the public. After discussion it was **RESOLVED:** to purchase a notice board for the community cemetery and garden of rest for up to £400.

MS05: Street Lighting

a) Columns repairs and improvements: The clerk confirmed that the cost of the replacement of three light columns was £7306.71 adding that additional replacements were required and would be reported in due course.

b) LED Grant from Electricity North West: The clerk gave details of the LED grant available from Electricity North West.

c) Climate Change – Carbon reduction calculations: The clerk explained how changes to the street lighting schedule would reduce the carbon footprint of the council and it was agreed this information should be shared with the climate change group.

MS06: Correspondence

No items were reported.

MS07: Future Agenda Items

No items were raised.

MS08: Date of Next Meeting

Monday 12th October 2020

The meeting closed at 7:49 p.m.