

NEWBIGGIN-BY-THE-SEA TOWN COUNCIL

Minutes of a Meeting of the Markets Committee held on Wednesday 28 July 2010 at 3.00 pm at the Town Council Cottage Front Street Newbiggin.

PRESENT:

Councillors: L Anderson (Chairperson)
M Cholerton M Peden W Rogers

Officer: D Earl – Town Clerk

MC08/10 MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting held on 05 July 2010 were confirmed as a correct record and signed by the Chairperson.

MC09/10 DISCLOSURE OF INTERESTS

Councillor Rogers declared a non-prejudicial interest in relation to a prospective stall holder.

MC10/10 TRIAL FARMERS' MARKETS – RISK ASSESSMENT

A Risk Assessment in relation to the trial of a Farmers' Market in Newbiggin had been carried out by Councillors Peden and Rogers with the Town Clerk. The completed document was circulated at the meeting and considered by the members.

The committee considered that only severe weather conditions represented a high risk to the trial operations and this would be monitored in advance by the county employees responsible for the supply and erection of the stalls.

RESOLVED that the Risk Assessment be agreed.

MC11/10 ARRANGEMENTS FOR MARKET AND SUPERVISION

The county council Markets Manager had arrangements in hand for the supply and erection of market stalls and final numbers would be confirmed

depending on bookings received.

Invitations to apply for a pitch and/or stall at the trial markets had been sent to the traders whose addresses had been supplied by the Markets Manager setting out the details agreed at the previous meeting.

It was confirmed that arrangements for parking of traders' vehicles throughout the trading period were agreed by the garage at the rear of the Dolphin former public house.

Councillor Rogers and the Town Clerk would supervise the market operations on 14 August.

RESOLVED that the arrangements be confirmed.

MC12/10 ADVERTISING

Arrangements had been made to place an advertisement in the News Post Leader and for a feature article with hopefully other local traders' adverts alongside. The relative costs were considered.

Banner advertising was considered by the members to be necessary and information had been obtained by Councillor Peden to show that three banners of varying sizes could be obtained within the available budget. Locations considered were the roundabout at North Seaton; White House Corner and the Quay Wall.

RESOLVED:

- (1) A 1/6 page advert be placed in the NPL;
- (2) The Town Clerk be authorised to acquire three plasticised advertising banners from Needprint within a budget of £250.

Signed by the Chairperson:

Date: