



NORTH WALSHAM TOWN COUNCIL

MARKET COMMITTEE MEETING

Tuesday 15 March 2022

Published: 10 March 2022

Time: 19:00

Place: 18 King's Arms Street, North Walsham NR28 9JX

Councillors are hereby summoned to attend the above Market Committee Meeting of the Council.

All members of the public and press are welcome to attend the meeting. During the Public Forum members of the public may speak but are not permitted to take part in any of the debates.

**Ms T Foster
Deputy Clerk
North Walsham Town Council**

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence

2. DECLARATIONS OF INTEREST

(To receive declarations of pecuniary or personal interests and consider requests for dispensations)

3. TO APPROVE MINUTES OF THE PREVIOUS MEETING 15 February 2022 – emailed with Agenda

(As per Standing Order 12b to approve accuracy of actions and decisions as a true record)

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES – Action Log – March 2022 – emailed with Agenda

5. PUBLIC FORUM

(As per Standing Order 3e-Items on this agenda; Standing Order 3f-Total duration max 15mins; Standing Order 3g-Max 3mins per person; and Standing Order 3h-Questions do not require a response at this meeting)

6. STREET FOOD MARKETS IN MARKET PLACE

Update on Street Food Markets to include :

- Name of Event
- Number of stalls at each event
- Will double sized stalls be available?
- Map of stalls in Market Place
- List of Vendors - Types of food stalls
- Opening/closing times of stalls
- Set up/clean up times
- Placing of Gazebos and vans providing food
- Parking in car park/Parking of vehicles near stalls

- Electric or generated power to stalls
- Rubbish/waste disposal
- To consider enhanced features as suggested by representative eg flags
- Risk Assessment
- Road Closure submission
- Other issues arising for preparation of event.

7. **STREET FOOD MARKET PITCH APPLICATION FORM AND ADVERTISING POSTER/ADVERTISING**

To consider :

- Market Pitch Application Form
- Advertising Posters
- M&I – Update on advertising promotion
- To consider a Facebook page

8. **TABLE AND CHAIRS FOR STREET FOOD MARKET**

To consider the quotes obtained for hire of table and chairs for each provisional dated event.

9. **CAR BOOT SALES IN THE MEMORIAL PARK**

Update on Car Boot Sales to include :

- Information obtained on local car boot sales.
- Risk Assessment
- Rubbish/waste disposal
- Toilets
- Advertising Poster/General advertising
- Other issues arising for the preparation of the event.

10. **GROUND STAKES AND TAPE FOR CAR BOOT SALES**

(a) To consider the quotes obtained for the ground stakes for use with tape to provide a barrier between each vehicle.

(b) To consider the quotes obtained for the tape to be used with the ground stakes.

11. **USE OF FOOTPATH LEADING TO AND INCLUDING THE PRECINCT FOR MARKET STALLS – THURSDAY/SUNDAY MARKETS**

To prepare a formal letter for authority from owners in the Precinct to use it for any overspill of stalls from the Thursday/Sunday Markets.

12. **VOLUNTEERS FOR SUNDAY MARKET**

To discuss arranging for “Volunteers” to assist with the Sunday Market.

13. **UPDATE ON THURSDAY AND SUNDAY MARKETS**

To discuss any issues arising from either of the markets.

14. **ITEMS FOR THE NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY**

15. **DATE OF NEXT MEETING** – To be advised