

For Council: 11 December 2023 APPENDIX 4

Lichfield City Council

Minutes of the Meeting of the Markets Working Group (MWG) held in the Moulton Room, Guildhall on Thursday 23 November 2023 at 6.00pm

PRESENT: Councillors J Blackman (Chair) and Councillors P McDermott and J Smith.

IN ATTENDANCE: S Thomas (Deputy Town Clerk), Jeremy Williams (Markets Officer), Michelle Read (Office Administrator), Janice Silvester-Hall (County Councillor), and Lousie Lewis (Events Manager, Lichfield District Council).

[Councillor Janice Silvester-Hall and Louise Lewis left the meeting at 6.30pm]

APOLOGIES: D Baker and C Pinder-Smith.

30. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None.

31. MINUTES OF PREVIOUS MEETING

RESOLVED: *The Minutes of the MWG meeting held on 28 September 2023 be confirmed as a correct record [Minutes adopted by Council on 4 October 2023].*

32. MATTERS ARISING FROM MINUTES

None.

33. MARKETS UPDATE

Members considered the agenda report noting the improved following on social media.

RESOLVED: *That the report be noted*

34. FOOD FESTIVAL – ISSUES ARISING

Following discussion at the previous meeting, County Cllr Janice Silvester-Hall and LDC Events Manager Lousie Lewis were in attendance to discuss issues raised by the Working Group and Market Traders.

Councillor Silvester-Hall noted the concerns raised particularly in relation to car parking and the impact the Food Festival has on local businesses and market traders. Whilst recognising that the Food Festival was good for the City's visitor economy, Councillor Silvester-Hall felt it was important for all stakeholders within the City to come together to discuss the issues arising. Councillor J Blackman enquired if a survey of local businesses had ever been conducted to gauge views. Councillor Silvester-Hall confirmed that no official survey had been undertaken, but anecdotally businesses report an increase in trade after the Food Festival as many visitors return to the City after attending.

Louise Lewis confirmed that early discussion had already been held with the Deputy Town Clerk regarding a shared events Calendar.

RESOLVED:

a) That Lichfield City Council Officers continue to liaise with the District Council through the Visitor Economy Network meetings and report any issues arising from the Food Festival.

- b) That Lichfield City Council be copied in to the event plan submitted by the organiser of the Food Festival and, if deemed necessary, attend the Safety Advisory Group at the District Council ahead of the next Food Festival.*
- c) That District Council Officers compile an events calendar which can be shared with all stakeholders in the City to advise of forthcoming events.*
- d) That the Markets Officer provide a written response to the market traders queries.*

[Councillor Janice Silvester-Hall and Louise Lewis left the meeting at 6.30pm]

35. FOOD FESTIVAL – POOL WALK STALL PLAN

Members considered the event organiser's plan for stalls along Pool Walk, submitted in readiness for the December Food Festival

RESOLVED: *That the draft Pool Walk for the December 2023 Food Festival be approved for that event.*

36. TRADER REPRESENTATIONS

Members considered the representations made by Traders in advance of the meeting, noting in particular the issues regarding casual traders.

RESOLVED:

- a) That the markets officer provides a written response to the market traders queries.*
- b) That the number of occasions a casual trader be permitted to stand be reduced from 36 to 12 occasions.*

37. CHRISTMAS MARKETS

The Working Group considered the possibility of additional markets during the build up to Christmas, notably the week immediately preceding the holiday period. Traders had requested additional market days, and the Markets Officer provided supporting evidence based upon the number of traders who had stated they would attend such markets.

RESOLVED: *Based on the information to be provided regarding demand from Traders, the Market Working Group confirms it wishes additional markets to take place during Christmas week 2023.*

RECOMMENDATION TO COUNCIL: *Utilising its powers under the Food Act Part III, the City Council formally establish market/s on Wednesday 20 December 2023 and Thursday 21 December 2023*

38. DATE AND TIME OF NEXT MEETING

Thursday 15 February 2024 at 6.00pm in the Moulton Room, Guildhall.

39. ANY OTHER BUSINESS

Members were asked to note that the Chair, Markets Officer and Officer Administrator would be attending the National Association of British Market Authorities (NABMA) conference in Birmingham on 25 January 2024.

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 6.55pm**