

Lichfield City Council

Minutes of the Meeting of the Markets Working Group (MWG) held via 'Zoom' on Thursday 14 November 2024 at 6.00pm

PRESENT: Councillors R Bragger (Chair) P McDermott, C Pinder- Smith, J Smith, and B Watkins

IN ATTENDANCE: S.Thomas (Deputy Town Clerk), Jeremy Williams (Markets Officer) Staffordshire County and Lichfield District Councillor, Janice Silvester-Hall. Lichfield District Councillor Richard Holland, Cabinet Member for High Street & Economic Development

APOLOGIES: Councillor D Baker and Michelle Read (Office Administrator)

67. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor R Bragger declared an interest regarding agenda item 9 as he is a District Councillor responsible for Regulation and Licensing.

68. MINUTES OF PREVIOUS MEETING

RESOLVED: *The Minutes of the MWG meeting held on 12 September 2024 be confirmed as a correct record [Minutes adopted by Council on 1 October 2024].*

69. MATTERS ARISING FROM MINUTES

Cllr Bragger informed members that he had met traders on the Friday market and received positive feedback. Cllr Bragger asked that the Markets Officer arrange a further visit to meet the Saturday traders.

70. MARKETS OFFICERS REPORT RE FOOD FESTIVAL AND USE OF MINSTER POOL WALK.

Members considered the agenda report, noting the Markets Officers and Deputy Town Clerk's comments on issues arising from the Food Festivals.

Councillor J Silvester- Hall and R Holland noted the issues and were disappointed to hear that the event organiser was not following the City Councils requests, such as the siting of hazardous stalls outside the Councils' Grade II listed buildings.

Councillor R Holland asked that representatives of the City and District Council meet with the event organiser to resolve all issues related to the event with the understanding that if these are not addressed at the next event then sanctions will be imposed.

RESOLVED: *That representatives of the City and District Council meet with the event organiser to address the issues which arise when a Food Festival is held in the City.*

71. MARKETS UPDATE

Members considered the agenda report and noted that all markets were now at capacity. The Working Group commended the work of the Markets Officer and was pleased to hear that there was now a waiting list for each market, noting the strong social media performance.

RESOLVED: *That the report be noted.*

72. MARKET CHARGES 2025/26

To assist with the process of preparing the draft 2025/26 budget, Members considered the current pricing structure for the markets and Pool Walk hire.

RECOMMENDATION TO COUNCIL:

- a) That a 5% increase in Rent/Pitch Fees be applied to the General Markets and all Commercial and Private Hire of the Market Square and Pool Walk.***
- b) That no increase be applied to the charges for the use of electricity.***

73. REQUEST FROM LICHFIELD CHAMBER OF TRADE

Members considered the request from Lichfield Chamber of Trade to hold a Summer Festival on the Market Square on Sunday 29 June 2025 which would also include 30 - 40 stalls on Minster Pool Walk.

Members agreed that the usual commercial hire charge be applied for the use of the market square and Minster Pool walk, and that the organiser only be permitted to have 24 stalls on Pool Walk as per the agreed City Council plan.

RESOLVED:

- a) That the Lichfield Chamber of Trade and Commerce be charged the prevailing commercial rate for use of the Market Square and Minster Pool Walk on Sunday 29 June 2025, and in subsequent years should this become an annual event.***
- b) That the Lichfield Chamber of Trade and Commerce abide by the existing approved Pool Walk stall plan of 24 stalls for this event.***
- c) That the 'Free Use' arrangement continue in relation to the Cahmber of Trades use of the Market Square for its Christmas Fair.***

74. CHANGE TO ADMINISTRATION OF STREET TRADING APPLICATIONS.

Members noted the administrative change in responsibility for the submission of street trading licences to Lichfield District Council and the added workload placed on City Council Officers as a result.

RESOLVED: That the City Council levy a £5.00 administration charge on traders for LCC Officers to process Street Trading applications if the current LDC policy continues, and that this be reviewed before the Christmas Lights Switch on event in 2025.

75. DATE AND TIME OF NEXT MEETING

The Deputy Town Clerk to contact members of the Working Group to ascertain a convenient date in 2025, a meeting via Zoom being the preferred option

76. ANY OTHER BUSINESS

Councillor R Bragger asked if Traders had expressed an interest in additional dates for trading on the run up to Christmas. The Markets Officer confirmed that several had, the details of which appeared in the Markets update report. Based on this information it was confirmed that there would be additional trading days on Sunday 22 and Monday 23 December 2024

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 7.02pm.**