



Swaffham Town Council

Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Telephone 01760 722922
www.swaffhamtowncouncil.gov.uk



PLEASE REPLY TO: Claire Smith, Deputy Town Clerk email: deputyclerk@swaffhamtowncouncil.gov.uk

Swaffham Town Council – Market Committee

You are hereby summoned to a meeting of the **Market Committee** on **Monday, 17th June 2019** at **6.30pm** in the Council Chamber, Town Hall, Swaffham.

N.B. In case of non-members this agenda is for information only.

Claire Smith
Deputy Town Clerk

For information the Committee members are as follows: -

Councillors: S Bell, P Darby, G Edwards, S Matthews, K Sandle and J Skinner

Substitute Councillors: none appointed

Market Traders: D Smith (vice chairman), H Robinson, E Ratcliffe

Voting Representatives: Friday Market - Mr H Eagle, Poultry Auction - Mr F Eagle

Summons issued 11th June 2019

AGENDA

1. **To receive apologies for absence**
2. **To receive declarations of interest for items included on the Agenda**

To adjourn the meeting to allow any traders or members of the public to address the Market Committee in a **PUBLIC & TRADERS OPEN FORUM** (Maximum of 15 minutes)
3. **To Elect a Chairman and Vice Chairman for the forthcoming year 2019-20**
4. **To receive and agree the Minutes:** Tuesday 15th April 2019
5. **To receive and consider a report from the Deputy Town Clerk regarding Market issues with input from the Market Superintendent:**
 - 5.1. Changes to Market Licences
 - 5.2. New Casual Trader applications
 - 5.3. New Regular Traders
 - 5.4. Market Trade Initiative Stalls – to note the stalls are now available and are being used on the market
6. ****To receive feedback on the Sheep Fair Event – attached are some comments regarding the day from staff and looking forward to next year if it is decided to run the event again**
7. **Dads Army Day – To note plans for the event**

- 8. To receive reports as follows:**
 - 8.1. Saturday Market Representatives
 - 8.2. Friday Market Representative
 - 8.3. Poultry Auction Representative
- 9. Committee Review – To receive a report on suggested changes to the Town Council committee structure and how this could change the format of the Market Committee**
- 10. To discuss any Market related items for information only**
- 11. To agree date for next meeting:** Monday, 12th August 2019