



BIDEFORD TOWN COUNCIL

MINUTES

Name of Committee: Market Management Committee

Meeting Date: 23 April 2026

Meeting Time: 18.30

Venue: Greenhouse, Riverbank House, Bideford EX39 2QG

Present:

North Ward

Councillor K Hind
Councillor J Gordon
Councillor S Smith

South Ward

Councillor P Lawrence

East Ward

Councillor J Gubb
Councillor J McKenzie (Chairman)

Tenant

Mrs K Austin

Also Present:

J Gardner, Town Clerk
R D Coombes, Deputy Town Clerk

90. Apologies for Absence

Apologies for absence were received from Councillor Mrs L Hellyer (East Ward – personal).

91. Declarations of Interest and Dispensations

No declarations of interest or requests for dispensations were received.

92. Public Participation

No members of the public attended the meeting.

93. Minutes of the Previous Meeting

It was proposed by Councillor Lawrence, seconded by Councillor Hind and **resolved** to approve the minutes of the meeting held on 12 March 2026 as a correct record.

(Vote – For: 7, Against: 0)

94. Accounts

It was proposed by Councillor McKenzie, seconded by Councillor Lawrence and **resolved** to approve the List of payments for 23 April 2026.

(Vote – For: 7, Against: 0)

Anticipating the next Item, Councillor Lawrence indicated that the Project Manager had been advised by North Devon + that the first claim, draw down of funds, could be made.

95. Market Hall Project

The Town Clerk advised members on the positive engagement by (six) Companies to the tender process noting that one asked for a week's extension for submission (1 May 2026).

96. Tenant Representation

Mrs Austin reported on a positive Tenant meeting with a view to staging a "Bideford Hand Made, Market Event," in the Market Hall over the weekend of 18 and 19 July 2026, subject to availability.

Members expressed support and a willingness to work with the Tenants on providing for a Council / Market Event. Councillor Lawrence noted that the Contractor should be in place to allow for Hall restrictions to be made clear.

Mrs Austin reported that a mouse had caused damage to stock, a waste pipe and left evidence of its presence. She confirmed, gratefully, that the Maintenance Team had acted swiftly and effectively to discourage further rodent interest.

The Clerk noted that another tenant in the Row had experienced an unwelcome visitor, October last year that had similarly been efficiently dealt with.

It was noted that there have been food outlets trading from the thoroughfare for many years, without incident, not least when a butcher last occupied Units (both 5 and 24).

The Clerk noted that a former trader had left food stuffs unprotected in the Market Hall that had attracted unwarranted attention.

The Chairman instructed the Clerk to write to all Market Complex tenants advising of the need to leave their units not to be attractive to rodents i.e. not to leave food / sweets open unattended, use appropriate storage / sealed containers and general cleanliness.

Mrs Austin spoke about improving the look of Butcher's Row, the Devon flags are tired, not least during *the* project works. She raised the potential to instal flag holders outside the Units, that tenants could utilise and personalise. It was noted that the Units have (tenant) bespoke signs and options to hang baskets.

Discussion led to (outside) signage, indicating that despite the works to the Market Hall, Butcher's Row and the Market front shops remained open for business. Members discussed pressure "washing" templates, perhaps footprints, directing visitors to the Market, not unlike during COVID-19, albeit using water, not paint, to delineate the direction to the Complex.

Mrs Austin indicated a willingness to design the template.

The Town Clerk will liaise with the Highway Officer.

Part II (Closed Session)

97. Exclusion of the Press and Public

Due to the sensitive or confidential nature of the following item it was proposed by Councillor McKenzie, seconded by Councillor Hind and **resolved** to exclude the press and public from the remainder of the meeting on the basis of Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 which stipulated that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

(Vote – For: 7, Against: 0)

The Chairman invited the Market Tenant to remain for the next Item (Members were in agreement).

98. Market and Development Strategy

The Chairman drew Members' attention to considering the next stage for the Market, at this juncture, ready for when the Project Works is completed 31 March 2027.

The Town Clerk intimated that the Committee should formulate a strategy and carry out some business planning. Whilst Frome had been considered an aspirational model ideas could be developed providing for an application to be submitted in time for any funding opportunities (that would work for Bideford.)

Discussion followed, with reference to the Strategy document, the future look of the Market Hall as an Event space, community hub, place to meet, trading and commercial offering.

The Town Clerk agreed to engage with the District Economic Development Officer, with reference to funding stream ideas, and report to the Committee. (Mrs Austin left the Meeting.)

99. Market Complex

The Deputy Town Clerk indicated there were no items to address. The business of the meeting having been concluded the Mayor thanked the councillors for their attendance at the meeting, which concluded at 7.42pm.

Signature of Town Mayor:

Date:

Signature of Chairman:

Date:

PAYMENT LIST

Pannier Market Accounts as at 31 March 2026

<u>Ser No</u>	<u>Date Entered</u>	<u>Allocation</u>	<u>VAT(£)</u>	<u>NET(£)</u>	<u>TOTAL(£)</u>
1.	11 Mar 26	Tamar Trading – Maintenance Item	31.22	156.14	187.36
2.	11 Mar 26	Devondale - Maintenance Item	3.30	16.50	19.80
3.	16 Mar 26	Vodafone Limited – Mobile	5.63	23.18	33.81
4.	16 Mar 26	Ashton Electrical Ltd – Electrical Repairs	59.01	295.03	354.04
5.	16 Mar 26	SWW – Water Services		209.74	209.74
6.	16 Mar 26	Valda Services – Electricity Charges	1.44	68.68	70.12
7.	24 Mar 26	EDF -Gas	3.22	64.31	67.53
8.	24 Mar 26	EDF – Electricity	198.20	990.99	1189.19
9.	24 Mar 26	Lloyds – Service Charges		9.35	9.35
10.	27 Mar 26	Triangle – Broadband	66.70	333.50	400.20
11.	31 Mar 26	J Fisher – Market Hall Security		360.00	360.00
Totals			368.72	2172.42	2541.14

Pannier Market Accounts as at 16 April 2026

1.	16 Apr 26	Vodafone Limited – Mobile	5.63	23.18	33.81
2.	16 Apr 26	NABMA – Annual Subscription		509.00	509.00
3.	16 Apr 26	EDF - Gas	1.72	34.45	36.17
Totals			7.35	566.63	578.98