



BIDEFORD TOWN COUNCIL

Minutes of the Market Management Committee

held in the Council Chamber of the Town Hall on,

Thursday 29 January 2026 at 6.30 pm

PRESENT:	North Ward:	Councillor K Hind Councillor J Gordon Councillor Mrs Smith (Chairman)
	East Ward:	Councillor Mrs J Gubb Councillor Mrs L Hellyer Councillor J McKenzie
	South Ward	Councillor P Lawrence
	Market Complex	Mrs K Austin

IN ATTENDANCE: Mr R Coombes (Deputy Town Clerk)

In the absence of Councillor McKenzie, Councillor Mrs Smith, Vice, assumed the Chair.

69. **APOLOGIES FOR ABSENCE**

Members were advised that the Chairman would be delayed; otherwise there were no absentees.

70. **DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**

There were no declarations of interest.

71. **PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION**

There were no members of the public.

72. **MINUTES**

Proposed by Councillor Lawrence and seconded by Councillor Hind, the Minutes of the Meeting held on 11 December 2025 were approved and signed as a correct record.

(Vote – For: 6, Against: 0)

73. **ACCOUNTS**

Proposed by Councillor Hind, seconded by Councillor Mrs Gubb, and

RESOLVED: That the lists of payments for 29 January 2026 be approved.

(Vote – For: 6, Against: 0)

74. **MARKET HALL PROJECT – WORKS IMPACT ON STAKEHOLDERS**

Councillor Lawrence led discussion that could not, at this stage, provide any detail on whether, when and how the Market Hall works would impact the Butcher’s Row tenants and visitors to the Complex.

Whilst integral officers had been engaged the main contractor had not been established and was not in place.

Access could be restricted, noise too could be a negative factor.

There is no schedule of works earmarked for Butcher’s Row under the Project.

Should the Market Hall be available and there was disruption within Butcher’s Row tenants could have the opportunity to relocate for a period.

It was clear that there was a need for the Tenants to be informed not least for those operating a holistic service. (The Café tenant had been advised when it was thought there would be disruption, last summer.)

75. **TENANT / TRADER REPRESENTATIVE**

(Councillor McKenzie joined the Meeting.)

The Chairman invited Mrs Austin to address the Committee.

- Tenants are concerned that the waste contractor engaged by Jack in Box simply abandons the large empty blue bin in the entrance to Butcher’s Row where it can remain all morning until such times as the Tenant deigns to move it.

The Clerk advised that a formal agreement had yet to be entered into but the Tenants had been directed to read **Minute. No.62**, that included, “that Bin and its operation must not cause nuisance / disquiet to market stakeholders.”

Members noted that the now vacant Unit 1A had been made available for the arranged storage of secured waste at a nominal cost.

The Clerk advised that correspondence had been sent with a request that the Bin contractor uses the area, formerly used by the Council, by the railings outside the entrance to the Main Hall, and within close proximity of Unit 1A.

- Further discussion ensued leading to a noticeable reduction in core hours / commitment to Butcher’s Row attendance. All tenants had been advised of **Minute. No.61**, regarding the intention to provide for flexible opening hours albeit that when

introduced, effective 1 April 2026, it still would require tenants committing to the twenty five on site hours attendance. Poor attendance did provide for a negative impact.

The Chairman thanked Mrs Austin for her contribution (throughout the Meeting).

76. **PART II (CLOSED SESSION)**

Proposed by Councillor McKenzie, seconded and

RESOLVED: To exclude members of the public and the press to progress matters of a confidential nature under the Public Bodies (Admissions to Meetings Act) 1960 and Local Government Act 1972, ss 100 and 102.

(Vote – For: 6, Against: 0)

77. **MARKET HALL**

Councillor Lawrence referred to meetings with the newly appointed officers, the architects and TDC personnel including discussion on tendering, procurement legislation and approval of contractors.

A further Meeting had been arranged, including the soon to be appointed Town Clerk, to engage with those other TDC officers who will help facilitate the works, including Planning. (TDC want the Council to succeed.)

Proposed by Councillor Mrs Smith, seconded by Councillor Mrs L Hellyer, and

RESOLVED: That Devolved Authority is given to provide for Councillors Lawrence, Hind, McKenzie and the, soon to be appointed, Town Clerk, following professional advice, to make recommendation to Council the preferred Contractor from the Tender process.

(Vote – For: 6, Against: 0)

78. **MARKET AND DEVELOPMENT STRATEGY**

Councillor Hind led discussion considering the opportunity for the Architects to develop and draw up plans for “Phase II,” of the Market Hall, to allow further funding to be sourced.

It was requested that the adopted Market Strategy be circulated providing Members with the opportunity to ensure “Phase II,” was in keeping with that which was agreed.

79. **TENANT / TRADER**

There is a confidential note associated with this item.

Members noted that two tenants had vacated their respective premises and a third had given Notice to quit Butcher’s Row. There had been interest expressed, and applications received, following social media / website / word of mouth promotion.

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 8.07 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:

BIDEFORD TOWN COUNCIL - Accounts for approval at the Market Management Committee Meeting - 29 January 2026

Number (All)

Row	Date Entered	PV	Description	Extended Description	Net	VAT	Gross
1	17/12/2025	BSPM33	Vodafone Limited	Mobile	28.18	5.63	33.81
2			South West Water	Water	257.50	0.00	257.50
3			Ignyte Ltd	Visit ND website	275.00	55.00	330.00
4			EDF	Electricity	1,013.80	202.76	1,216.56
5				Gas	35.17	1.76	36.93
6			D S Electrical	EICR (five year)	2,000.00	400.00	2,400.00
7			Lineal	Equipmnt to spt Bband upgrade	2,029.60	405.91	2,435.51
8	19/12/2025	BSPM33	Bideford Appliance Store	Fridge - remove old fridge Café	186.66	37.34	224.00
9	23/12/2025	BSPM34	Lloyds	Service Charges	9.35	0.00	9.35
10	05/01/2026	BSPM35	Mkt recharge	TC Costs	3,721.97	0.00	3,721.97
11	12/01/2026	(blank)	Vodafone Limited	Mobile	28.18	5.63	33.81
12	Grand Total				9,585.41	1,114.03	10,699.44

Bank Balances at 23/01/2026 - Current Account £ 8,708.27

Bank Balances at 23/01/2026 - Deposit Account £ 30,015.87