



Skipton Town Council

**EMERGENCY COMMITTEE
ZOOM
Wednesday 27 May 2020
3:00 P.M.**

NOTES OF MEETING

Present: Cllrs Peter Madeley (Chairman), John Dawson, Karen McIntyre, Tony Barrett and Robert G Heseltine

In attendance: Dave Parker (Chief Officer), Stefan Bodnarczuk (Market Manager), Kerry Wheelwright (Events & Tourism Manager), Trevor Burton (Market Officer) and Wendy Allsopp (Administration Manager)

1. LATEST GOVERNMENT GUIDANCE

Members noted the latest government guidance on opening outdoor markets.

2. SKIPTON MARKET

- Market Days – As there is no staffing resource available to manage all market days it was agreed that the Council continue to run the market on Wednesdays, Fridays and Saturdays
- Road Closures – NYCC will not be able to process a road closure order in time for it to be put in place next week (w/c 1st June). It is hoped that the market can reopen on Wednesday 10th June. Any road closure on the High Street will allow access to Jerry Croft Car park and Caroline Square roundabout as has been in place for the Sheep day and Christmas Market events. CDC and North Yorkshire Police have agreed to assist in managing any road closures.
- Infrastructure – is being put in place. Social distancing measures are continuing to be maintained
- Opening Date – It was agreed to set this provisionally as Wednesday 10th June. Staff have spoken with trader representatives and whilst this is not ideal for them they are happy to follow any Council decision.
- Market Layout – the market staff are looking at this. Concerns were raised about queues outside banks and other premises plus the positioning of vans. It was decided that vans will not be allowed to remain on the market during trading hours. If gusts of between 30 and 40 mph are forecast, traders will decide if it is safe enough to trade without their van being present on the market. If gusts of over 40 mph are predicted throughout the day, market officers will take the decision to cancel the market.

Members agreed to leave arrangements for the layout to market staff.

- Risk Assessments – these are being put in place by the Market team. A letter will be sent to traders asking them to also provide their own before being permitted to trade. Traders must also have an up to date Consent to Trade Agreement in order to trade.
- Signage – The Events and Tourism Manager has been designing directional signage to be placed around the town centre. This will assist with social distancing and, going forward, become part of the Tourism Strategy plans. She will get some details out to Members.
- Marketing & Promotion – The Events and Tourism Manager is working on the Tourism Strategy and will look to possibly organise a Sunday market amongst other activities.
- Rents and Charges – After discussion it was **AGREED** to potentially reintroduce the consent to trade charge in July.
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3. POTENTIAL GOVERNMENT FUNDING

Grant funding will be looked into by market staff.

AOB

A detailed letter will be sent to traders explaining the arrangements for reopening the market. Members and Skipton BID will also receive a copy of the letter for their information.

It was noted that the market team do have a reserve trader list should it be required.