



Skipton Town Council

**EMERGENCY COMMITTEE
ZOOM
Wednesday 3 June 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)

Trader Representative: Aimee Horner (Pro-Canvas Studios)

1. CLOSURE OF HIGH STREET

The Chief Officer told Members that CDC had been undertaking a consultation on the road closure. Initial feedback had been received and 80% of responders had been in favour of the proposal. However, concerns had been raised about delivery vans and wagons. Large business such as B and M will be consulted and asked to avoid the closure areas. Further feedback will be provided in due course.

Management of Road Closure – The Chief Officer has spoken with James Malcolm from NYCC with regard to their staff's input. They will implement the closure in the morning and reopen the road in the afternoon/ evening plus provide diversion signage. Liaison with CDC is also going well.

Staffing arrangements – rotas are being devised.

2. FEEDBACK FROM NABMA MEETING

A meeting of NABMA had been attended by the Chief Officer. He said that it been useful for him to obtain some advice from other market authorities.

3. SKIPTON MARKET RE-OPENING

Likely attendance – The Market Officer has telephoned all traders and they appear to be keen to return. A good day could mean the market is almost at capacity.

Update on Operating Procedures – The enforcement of illegal vehicle parking is unknown. The market team/ Chief Officer will be tasked with contacting Harrogate Borough Council with regard to this.

First day plan- The Market Manager flagged trader concerns. The Market team would work with traders to resolve these issues. Traders would not be permitted to erect stalls if they did not have a risk assessment – the market team would chase these.

Toilet Facilities – Concerns were raised about costs to reopen the public conveniences at Coach Street car park. Members understood the need to allow use of the toilets however, agreed that for now, considering the cleaning contract was yet to be signed, arrangements for open hours should be reassessed. The Chief Officer would speak with the contractor asking them for their thoughts then bring this matter back for consideration by Members. CDC propose to open the toilets they maintain on Wednesday 10th June

Risk Assessments – traders are aware that they must provide these before being permitted to trade. The market team are encouraging traders to send these in as soon as possible.

Signage – the Events & Tourism manager presented posters which she had designed. These signs will welcome residents back to Skipton market.

Marketing & Promotional Plans – Residents and visitors will be invited to comment on the running of the market and a survey will be published via various channels. Social media posts will continue.

Rents and Charges – it was agreed to review charges on a monthly basis.

4) MARKET TRADER REP FEEDBACK

Ms Horner (Pro Canvas Studios) spoke briefly about her time on Northallerton market since the lockdown and told those present how Skipton could improve on their arrangements relating to reopening the market.

AOB

Grant funding - CDC has been awarded £50,000 of government funding for the whole of the district. It is hoped that the bulk of this will be spent on Skipton. In order for STC to receive funds from CDC the Chief Officer will put a proposal together considering actual costs to be incurred.

Next meeting – Monday 15th June at 14:00