

**Minutes of the Ordinary Market & Events Committee meeting, Held on  
Wednesday 8<sup>th</sup> November 2023, at 5.30pm in the Town Hall, Skipton**

**Present:** Councillor P Madeley (Vice Chairman), Councillor L Morgan, Councillor S Bentley, Councillor C Harbron, Councillor K McIntyre

Mrs L Close, Chief Officer

Mrs H Marshall, Finance Manager

2 Market Trader Representatives

1 member of the public

**2324/032 Item 1 – To appoint a Vice Chairman**

Proposed by Councillor Harbron

Seconded by Councillor Morgan

**Resolved** that Councillor Madeley be appointed Vice Chairman of the Events and Market Committee  
*Unanimous*

**2324/033 Item 2 - Apologies for Absence**

Councillor D Noland, Councillor W Feather & Councillor V Kettu who all had a prior engagement – Accepted.

**2324/034 Item 3 – Disclosures of Interest**

None received.

**2324/035 Item 4 – Dispensations**

None requested.

**2324/036 Item 5 – Representations from public**

None wishing to speak.

**2324/037 Item 6 – Minutes of the previous minutes**

Proposed by Councillor Bentley, Seconded by Councillor McIntyre and **RESOLVED** that the Market & Event Committee meeting minutes are a true and accurate record of the meeting held on the 9<sup>th</sup> August 2023.  
*Unanimous*

**SKIPTON TOWN COUNCIL**  
**8<sup>th</sup> November 2023 17:30pm**

**2324/038 Item 7 – Budget Report.**

Councillor Madeley advised that he wanted to move this item to the end of the meeting to be discussed under private matters.

**2324/039 Item 8 – Market Officers Report.**

The Market Officer report was received and noted (copy attached).

The Officers were thanked for the report produced. It was asked if figures could be presented at the top of the report to enable comparisons.

**2324/040 Item 9 – Health & Safety – Implementation of the weather policy.**

Information received from NYC to confirm that vans could be used as wind protection as per stated in the policy.

Councillor Madeley advised that the market officer should check each market stall each week that tie downs are being used.

Proposed by Councillor K McIntyre, seconded by Councillor P Madeley, **resolved** to accept the weather policy and confirmed details. *Unanimous*

**2324/041 Item 10 –Response from Cllr Heseltine**

A written response was received from Cllr Heseltine.

It was noted that the Market Officer had been subject to verbal abuse from a member of the public recently and the Chief officer would raise this at the next Management and Staffing Committee meeting.

It was advised that body cams were owned by the Council and the use of this would be implemented again.

**2324/042 Item 11 – Trader Vehicle Jerry Croft**

A letter had been received from Councillor Heseltine regarding the encroachment of a vehicle from a trader onto Jerry Croft. It was confirmed that advise had been sought from Highways authority and this matter did not infringe Highway regulations as Jerry Croft was a private road.

Councillor Madeley advised that the stall and vehicle must not go over the line and if it did he would make sure the stall was removed. The Market officers confirmed they would monitor this closely and keep photographs of the stall to keep a record that the stall and vehicle was not encroaching onto Jerry Croft.

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**2324/043 Item 12 – Artisan Market**

Proposed by Councillor L Morgan and seconded by Councillor K McIntyre

**Resolved** to give permission for the Artisan market to be held on the first Sunday of every month from March 2024 – December 2024 inclusive. *Unanimous.*

**2324/044 Item 13 – Community Day at Sandylands**

Proposed by Councillor L Morgan, seconded by Councillor S Bentley

**Resolved** to support the community event at Sandylands scheduled for 5<sup>th</sup> May 2024. *Unanimous.*

**2324/045 Item 14 – Events 2024/25**

Proposed by Councillor K McIntyre

Seconded by Councillor L Morgan

**Resolved** to agree the list of proposed events for 2024 subject to budget agreement;

Suggested events that could be carried out in 2024/25:

Easter Event at the Canal Basin

Sandylands Community Event 5<sup>th</sup> May 2024

D-Day 100-year Anniversary- Beacon Lighting

Heritage Day (Sheep Day)

Summer Family Fun Days throughout Summer Holidays

Event during the spring or summer at the Canal Basin

Remembrance Sunday Parade

Christmas Light Switch On (last Sunday in November)

Christmas Markets (first two Sundays in December)

Events that the Town Council support, but do not lead on organising, include Skipton Gala, St Georges Day Parade, Pride and the Car Show.

**2324/046 Item 15 – Events Update**

An update was given regarding the events.

**2324/047 Item 16 – Town Crier**

Confirmation letter has been issued and the Town Crier is due to visit and sign the documents imminently.

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**2324/048 Item 17 – Notification of business for a Future Agenda**

- Trader Reps – Letter inviting traders to become a rep.

**2324/049 Item 18 – Public Admissions Act**

Resolved to close this meeting to the public and press to discuss confidential budget information.

Proposed by Councillor P Madeley

Seconded by Councillor L Morgan

**Resolved** to hold an extraordinary meeting on the 23<sup>rd</sup> November to discuss the Events and Market budgets

With no further business the meeting closed at 18.55pm

Date of next meeting – 24<sup>th</sup> January 2024