

## **MARKET MANAGEMENT GROUP**

**MONDAY 11 NOVEMBER 2019 AT 2.03PM**

**PRESENT:** Members: Councillors Ellis, J Mallinson and Nedved.

Officers: J Meek – Corporate Director of Economic Development  
J Green - Property Surveyor  
E Gillespie – Principal Accountant  
J Dees – Assistant Solicitor  
C Furlong – Chartered Legal Executive  
R Plant – Democratic Services Officer

ALSO

**PRESENT:** Mr A McLetchie – Ryden Property Consultants

### **MMG.09/19 APOLOGIES FOR ABSENCE**

No apologies for absence were submitted.

### **MMG.10/19 APPOINTMENT OF CHAIRMAN**

RESOLVED - That Councillor Nedved be appointed Chairman of the Market Management Group for 2019/20.

### **MMG.11/19 DECLARATIONS OF INTEREST**

There were no declarations of interest affecting the business to be transacted.

### **MMG.12/19 MINUTES OF PREVIOUS MEETING**

The minutes of the Market Management Group held on 2 April 2019 were agreed as a correct record of the meeting.

### **MMG.13/19 MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the Minutes.

### **MMG.14/19 MANAGING AGENT'S REPORT**

A copy of the Managing Agent's report had been circulated prior to the meeting. In presenting the report, Mr McLetchie advised that overall occupancy levels remained steady and continued to be interest in the food offerings.

The following aspects of the report were highlighted and discussed:

#### **Roof Maintenance Works:**

A quarterly inspection and minor maintenance contract was in place to identify and address ongoing repair issues to the roof areas. Quotes were being sourced to carry out repair works and further inspections to the building fabric.

### **Bird Mess Cleaning and Prevention**

An area of the roof had been affected by bird mess caused by roosting pigeons. Initial costs for cleaning and prevention methods were prohibitively expensive and revised costs were being sourced.

### **Scotch Street Gates**

The concertina gates at the Scotch Street entrance were reaching the end of their useful life and repair works were not a viable long term solution. Planning Services had confirmed that no planning permission would be required for the gates as long as they were replaced 'like for like'. Quotes for replacement were being sought.

### **Public Toilets**

The public toilets needed refurbishment and better baby change/feeding facilities would also be of benefit. A significant investment would be required to carry out a comprehensive refit and upgrade.

### **Food Offerings**

There had been several changes in the food providers within the Market Hall and a popular food retailer had left the Market Hall and moved to larger premises. This was a positive move and showed that the Market was a good opportunity for small starter businesses and added to the viability and vitality of the local economy.

The Group discussed the potential of repurposing the Market Hall and if it was a viable option for the future. There were arguments for and against repurposing and the Group were reminded that empty areas which were used as eating spaces were subject to business rates.

### **Financial**

There were service and balancing service charge arrears which were being investigated and reviewed. Mr McLetchie explained the financing between BAE, Ryden and the City Council and it was agreed that a briefing note would be circulated to Members.

### **Social Media**

Traditional methods of advertising remained valuable, but it was believed that a strong social media presence was vital to the current digital age to promote to younger generations. Costs had been explored for the appointment of external social media consultants however there was currently no budget and further investigation as required to move the matter forward.

In discussing opening hours and the potential to open later in the evening, Mr McLetchie explained that stall holders did not want longer hours or Sunday opening on a permanent basis, however, they would take advantage of the busier Christmas period with longer opening hours.

The Chairman raised concerns that some of the operational issues had not been progressed further since the previous meeting. Mr McLetchie clarified that some work had been undertaken to progress matters however matters could not be progressed until the financing for each project had been agreed.

RESOLVED - That the Managing Agents' report be noted.

### **MMG.15/19 ANY OTHER BUSINESS**

There was no other business to be transacted.

**MMG.16/19     DATE OF NEXT MEETING**

RESOLVED – That arrangements be made for the next meeting of the Market Management Group to take place in April 2020.

[The meeting ended at 2.50pm]