

MARKET MANAGEMENT GROUP

MONDAY 22 OCTOBER 2012 AT 2.00 PM

PRESENT: Members: Councillors Glover, Mrs Martlew and Tickner

Officers:

Mrs J Meek – Director of Economic Development

Mr S Brown – Assistant Solicitor

Mr R Simmons – Property Services Manager

Mrs S Norton – Committee Clerk

ALSO

PRESENT: Mr D Thomson - Ryden Property Consultants

MMG.08/12 APPOINTMENT OF CHAIRMAN

Consideration was given to the role of Chairman of the Market Management Group for the remainder of the 2012/13 municipal year.

It was moved and seconded that Councillor Glover be appointed as Chairman of the Market Management Group for the remainder of the 2012/13 municipal year.

RESOLVED – That Councillor Glover be appointed as Chairman of the Market Management Group for the 2012/13 municipal year.

Councillor Glover thereupon took the Chair.

MMG.09/12 APOLOGIES FOR ABSENCE

An apology for absence was submitted on behalf of Mr G Ingram, LaSalle Investment Management

MMG.10/12 DECLARATIONS OF INTEREST

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

MMG.11/12 MINUTES OF THE LAST MEETING

The Minutes of the Market Management Group held on 24 April 2012 were agreed as a correct record of the meeting.

MMG.12/12 MATTERS ARISING FROM THE MINUTES

The Chairman referred to a number of issues highlighted by Members at the previous meeting and sought progress reports in respect thereof.

Blue Bell Lane

Mr Gray (Neighbourhoods and Green Spaces Manager) had agreed to look into the responsibility for cleaning Bluebell Lane and report back to the meeting. Mrs Meek agreed to follow up the information and advise Members before the next Council meeting.

RESOLVED – That updates on the above matters be reported back to the Chairman of the Market Management Group as appropriate.

MMG.13/12 MANAGING AGENT'S REPORT

A copy of the Managing Agent's report had been circulated prior to the meeting.

Mr Thomson explained that background to the administration of the Market Hall and the roles played by the City council, BAE Systems, Rydens and Capita. Discussions had been held with Mr Simmons and Mr Brown regarding longer term leases for tenants. However many tenants were reluctant to take on a long term lease. Many leases were short term and those tenants that had long term leases were only required to give one month's notice of termination. Mr Thompson updated Members on the Service Charge issues and advised that it would not be feasible to amend the method of service charge recovery at the present time. Mr Thompson explained that the rent was linked to the Retail Price Index but that Service Charges were reviewed annually based on expenditure the previous year.

Mr Thompson advised that the service charge covered the costs of maintenance but that income only enables reactive repairs to be carried out and not longer term maintenance. A quote had been received in respect of repairs to the roof glazing. However that quote was prohibitive and therefore only essential repairs were made.

There was discussion around the usage of the service charges and tenancies. As the Members were new to the meeting it was agreed that a briefing paper would be prepared and that Mr Thompson, Mrs Meek, Mr Brown and Mr Simmons would meet with the Members to advise them in more detail of the administration of the Market Hall.

Mr Thompson also explained that historically there had only been two stalls selling similar items. However it was up to Mr Thompson and Mrs Wylie, the Centre Manager, to decide whether an application for a similar stall would be approved. If there were any issues then the matter would be passed to Mr Simmons and Mr Brown for comment.

Mr Thompson explained the current position with regard to arrears.

RESOLVED – 1. That the Managing Agent's report be noted.

MMG.14/12 ANY OTHER BUSINESS

There was no other business to be discussed.

MMG.15/12 DATE OF NEXT MEETING

RESOLVED – That arrangements be made for the next meeting of the Market Management Group to take place in April 2013.

[The meeting ended at 2:45pm]