

**DRAFT**

**MARKET MANAGEMENT GROUP**

**VIRTUAL MEETING**

**MONDAY 26 APRIL 2021 AT 11.00AM**

**PRESENT:** Councillor (Chair) Nedved, Councillors Ellis and J Mallinson.

**OFFICERS:** J Meek – Corporate Director of Economic Development  
M Walshe – Property Services Manager  
E Gillespie – Principal Accountant  
C Furlong – Chartered Legal Executive  
R Higgins – Heritage Officer  
J Issatt – Committee Clerk

**ALSO**

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

**MMG.01/21 APOLOGIES FOR ABSENCE**

No apologies for absence were submitted.

**MMG.02/21 DECLARATIONS OF INTEREST**

No declarations of interest were submitted.

**MMG.03/21 MINUTES OF PREVIOUS MEETING**

The minutes of the Market Management Group held on 2 November 2021 were agreed as a correct record of the meeting.

**MMG.04/21 MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

**MMG.05/20 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 provided an update on the operation of the Market Hall through the second and third Covid 19 lockdown restrictions and the government financial assistance provided to both stallholders and staff at the Hall.

**Building Issues**

Mr McLetchie reported that the annual inspection of the external fabric of the building had been undertaken which indicated minor works in relation to pointing were required. The concertina gates at the Scotch Street entrance to the Market had been refurbished.

**Tenancy Matters**

**Financial**

Mr McLetchie drew Members' attention to paragraph 3.1 of the report and Appendix B which outlined the current financial position, which was noted.

## **Rent & Service Charge Arrears**

Mr McLetchie reported upon the current position with regard to rent and service charge arrears detailed in appendices B and D of the report, and outlined the recovery actions being taken details of which were outlined in Appendices B and D, which was noted.

## **Service Charge Budget**

Mr McLetchie advised that the expenditure accounts in relation Service Charge Budget 2020/21 was being reviewed and reconciled.

## **Occupancy**

Mr McLetchie detailed the current occupancy levels at the Market Hall, noting that although the current figures indicated a slight decrease when compared to the figures in the last report, over time the occupancy rate had remained reasonably steady.

## **Head Lease – Ground Rent**

Mr McLetchie advised that the Head Lease – Ground Rent would be compiled when the Service Charge Budget had been reconciled.

The Group discussed issues relating to accessing the Market Hall, occupancy levels; the use of social media as advertising, and Sunday trading.

RESOLVED – 1) That the Managing Agents' report be noted.

## **MMG.06/21 ANY OTHER BUSINESS**

There was no other business to be transacted.

## **MMG.07/21 DATE OF NEXT MEETING**

RESOLVED – That arrangements be made for the next meeting of the Market Management Group to take place in October 2021.

[The meeting ended at 11.23am]