

**MINUTES OF A MEETING OF THE  
MARKETS' WORKING GROUP  
HELD ON 27<sup>TH</sup> FEBRUARY, 2015  
AT COLNE TOWN HALL**

*PRESENT –*

*Councillor A. R. Greaves – Chairman (In the Chair)*

**Councillors**

*D. Clegg*

**Also in attendance**

<i>Dean Langton</i>	<i>Head of Central and Regeneration Services, Pendle Borough Council (PBC)</i>
<i>Paul Collins</i>	<i>Assistant Economic Development Officer, PBC</i>
<i>Tony Brown</i>	<i>Senior Surveyor, Liberata Property Services</i>
<i>Bruce Corden</i>	<i>Facilities and Property Care Leader, Liberata</i>
<i>Sarah Lee</i>	<i>Principal Communications Officer, PBC</i>
<i>Lynne Rowland</i>	<i>Committee Administrator, PBC</i>

*(Apologies for absence were received from Councillors A. J. Beckett and M. Iqbal.)*

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**1. MINUTES**

**AGREED**

That the minutes of the meeting held on 15<sup>th</sup> August, 2014 be approved as a correct record and signed by the Chairman.

**2. PROGRESS REPORT ON ACTIONS AGREED BY THE MARKETS' WORKING GROUP**

The Head of Central and Regeneration Services submitted a report which updated Members on progress made with resolutions of the Markets' Working Group.

Reference was made to the decision to commence strict enforcement of the market traders' licence terms. As a result, a number of traders had been issued with final warnings for failing to adhere to the core trading hours. In the case of non-compliance, a notice to be quit would be served.

It was reported that Pendle Rise Shopping Centre in Nelson had recently been purchased by a London based asset management company. An initial meeting had been held with the new owners to establish their plans for the Centre, but specific details on their plans for Nelson Indoor Market were as yet unknown.

The Panel was also advised that the proposal to introduce limited/disc parking on Colne Market car park had been considered by Colne and District Committee. The matter would be considered

further by the Committee following consultation with Colne Town Centre Forum and Colne Markets Panel. It was reported that Colne Markets Panel had voted in favour of its introduction.

## **AGREED**

That the core trading hours of both Nelson and Colne Markets be reviewed in consultation with the respective Trader Focus Group/Market Panel.

### **3. PHYSICAL IMPROVEMENT WORKS**

The Head of Central and Regeneration Services submitted a report which updated Members on the physical works that were being carried out at Colne Market.

It was reported that the total envisaged expenditure for completion of the works was £39,500 which was £4,000 below the original estimated costs. The Panel was reminded of its decision to postpone glazing works to the 'glass box' to allow for further funding to be sought and it was suggested that this underspend of £4,000 be allocated towards this project. A further £4,000 would be required.

The Panel was also provided with details and costings on proposed improvement works to Nelson Market. Any works would be subject to receipt of the landlord's consent.

## **AGREED**

- (1) That the underspend of £4,000 for Colne Market improvements be used to part fund the glazing works to the 'glass box' and Colne and District Committee be requested to fund the remaining £4,000.
- (2) That, due to there being no available funding, no improvement works be carried out to Nelson Market at this present time.

### **4. CUSTOMER FEEDBACK SURVEY**

The Head of Central and Regeneration Services submitted a report which provided the results of the customer feedback surveys completed manually at both Colne and Nelson Markets and via the Council's website.

### **5. MARKETING AND PROMOTION**

Sarah Lee, the Council's Principal Communications Officer updated Members on progress in marketing the Markets since early November, 2014.

This had included events at Colne Market during the food festival; the launch of Nelson and Colne Market videos; features in Northern Life and Colne Life; an affordable food campaign; a campaign on 2BR; and a social media Reach for Food for a Fiver (or less) campaign.

Work with traders on marketing and initiatives to boost footfall in the markets was continuing, a website was being developed and help was being provided to enable traders to use social media to best effect.

## **AGREED**

That, subject to the progress report on actions agreed by this Group and the minutes of this meeting being submitted to a future meeting of the Executive, it be agreed that this Group's work on the review of markets is complete.

CHAIRMAN \_\_\_\_\_